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ABSTRACT

Job Training Partnership Act (JTPA) 8 Percent Education and Coordination Grant Funds were intended by Congress to bring education as a full partner into the employment and training system. In Wisconsin, these funds were split equally between the Wisconsin Board of Vocational, Technical, and Adult Education (WBVTAE) and the Department of Public Instruction (DPI). Twenty-eight projects were funded in three JTPA program activities: occupational classroom training, other classroom training, and other training. In response to the 1988-89 Program Plan, the WBVTAE JTPA staff participated in meetings and conducted conferences to give leadership to state and local employment and training activities and to coordinate state and federal resources. Ten projects for occupational skills for targeted populations and three Minority Youth Initiative Programs were funded. In addition, the VTAE districts participated in the original three pilot 1988 Job Centers, and the Literacy 2000 Task Force identified the dimensions of adult illiteracy and recommended strategies to address the problem. Four program priority areas were identified for the 8 percent training funds: skill training for target populations, minority youth initiative, Job Centers, and economic development. (Appendixes, amounting to over two-thirds of the report, include 1989-90 individual project abstracts by priority and results and a program plan for 1990-91.) (YLB)

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JTPA 8% EDUCATION AND COORDINATION GRANT ANNUAL REPORT FOR PY 1989-90

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Wisconsin Board of Vocational, Technical, and Adult Education

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Report to the Governor
and
Wisconsin Jobs Council

JTPA 8% Education and Coordination Grant
Annual Report
For
PY 1989-90

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I. INTRODUCTION

This report provides a summary of the Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) Job Training Partnership Act 8% Education and Coordination Grant funds (JTPA 8%).

These funds were intended by Congress to bring education into the employment and training system as a full partner. The WBVTAE has responded to become a full partner in utilizing the JTPA 8% funds to promote significant programs to special populations and provide an impetus to local coordination efforts with the local VTAE districts. The efforts to improve coordination of the employment and training activities are consistent with the policies of the Governor's employment and training goals and objectives, the Wisconsin Jobs Council, and other state agencies engaged in employment and training activities.

The Education and Coordination Grant has had a significant impact on VTAE system planning and coordination with the private sector, community organizations, and other state and local employment and training agencies.

The report provides an overview of accomplishments, projects funded and participants served during Program Year 1989-90.

II. EXECUTIVE SUMMARY

Job Training Partnership Act Eight Percent (8%) Education and Coordination Grant Funds were intended to Congress to bring education, as a full partner, into the employment and training system. In Wisconsin, these funds are split equally between the Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) and the Department of Public Instruction (DPI). Programs in the VTAE system for PY 1989-90 were funded through a competitive Request for Proposal (RFP) process. The RFP does not provide for a statewide equitable distribution of funds. Twelve of the 16 VTAE districts received 8% grants to operate a broad range of programs. A total of 48 of the 72 counties had clients served with 8% funds. Participants were placed in jobs averaging $5.00/hour or better in 29 of the counties.

Twenty-eight projects were funded in three JTPA program activities. Occupational Classroom Training in which individual referrals are enrolled into full-time programs at VTAE districts as well as specially designed skill training to meet local labor market demands; other classroom training which includes basic skills and pre-employment or pre-vocational training; and other training which includes non-instructional programs such as assessment and counseling. The total amount allocated for these three program activities was $868,204 of which 38.9% was spent on occupational training, 11.4% was spent on other classroom training, and 49.7% was spent on other training. An increase in the other training activity was noted over previous years. This is attributed to the increased efforts to serve clients with multiple barriers to employment, mainly through the Job Center efforts. In the training activities, a total of 7.2% was spent on project administration and 3.2% on participant support.

Four program priority areas were identified for the JTPA 8% training funds:

Skill Training for Target Populations - This area was directed towards occupational skills training for minorities, single female heads of household, and rural populations. A total of 260,000 was awarded for 10 projects serving 446 participants. The average wage at placement was $5.56.

Minority Youth Initiative - This area was awarded for basic skills training for minority youth in areas of the state with high percentages of minority high school dropouts and non-completers. A total of $467,000 of combined JTPA funds and general purpose revenue funds was awarded for 3 projects serving 1,009 participants. The average wage at placement was $4.52.

Job Centers - Special demonstration projects were funded to provide assessment, basic skills, counseling and/or occupational skills training in planned coordination with Job Centers. A total of $200,000 was awarded for 7 Job Centers serving 580 participants. The average wage at placement was $5.71.

Economic Development - Unique and/or special demonstration projects were funded to provide training programs in planned coordination with small and minority businesses. A total of $175,000 was awarded for 7 projects serving 233 participants. The average wage at placement was $5.81.

JTPA 8% funds require a 100% match for all training dollars allocated. The VTAE districts and coordinating agencies provided match at 217% or $1,885,381.

In response to the coordination requirements of the JTPA Act, numerous activities occurred at state and local levels. JTPA staff participated on a state committee giving leadership to state and local employment and training activities. Guidelines were developed for Service Delivery Areas (SDAs) to develop local plans coordinating all employment and training activities and services. Local VTAE districts played an important leadership and facilitation role in meetings leading to the development and implementation of the local coordination plans. Letters from the WBVTAE to the VTAE districts encouraged these activities. WBVTAE is reviewing all VTAE district plans and applications submitted to the State Board for compliance with the local planning process. All WBVTAE plans involving employment and training funding and activities are submitted to the Wisconsin Jobs Council for review and approval.

A statewide multi-cultural youth conference was conducted. WBVTAE functioned as the lead agency with a committee representing state agencies, minority groups and other organizations serving these populations. Over 400 teachers, administrators, state and local agency staff and representatives of other service providers attended the conference. The conference focused on policies and issues affecting minority populations. A Governor's commission on minorities in the VTAE system was established. WBVTAE is providing the leadership and staffing to the Commission.

A statewide transition conference was planned and conducted with DPI, DVR and WBVTAE providing the leadership and facilitation efforts. Approximately 350 public school and VTAE special education teachers, administrators and state agency people attended. The conference focused on problems and solutions for people with disabilities in making the transition from high school to the VTAE system.

Regular meetings were held with DETP and DPI to discuss and coordinate the delivery of JTPA services. Two statewide meetings were held with district VTAE staff for the purpose of discussing policies, issues, successes, problems, and information and requirements in the 1990-91 RFP. The results of these meetings provide for changes in activities for future programming.

III. PY 1989-90 MAJOR PROGRAM GOALS, OBJECTIVES AND ACCOMPLISHMENTS

The Wisconsin Board of Vocational, Technical and Adult Education utilized 8% funds to fund VTAE district projects; coordinate with services provided by state and local agencies; and provide services to identified target groups within the JTPA eligible population. Eight percent funds were also used to promote economic development, coordinate with private business, service providers and funding sources outside the VTAE system.

Programs in PY 1989-90 were funded through a competitive Request for Proposal (RFP) process. Twelve VTAE districts were issued 8% grant awards to operate a broad range of programs.

Programs were funded in three JTPA cost categories. Occupational Classroom Training which encompasses all of the individual referrals into full-time programs at VTAE districts as well as specially designed skill training to meet local labor market demand; Other Classroom Training which includes basic skills and pre-employment or pre-vocational training; and Other Training which includes non-instructional programs such as assessment. The financial summary shows the funding level of these areas.

An RFP does not provide for equitable distribution of funds throughout the state, the JTPA 8% served participants in all but 24 counties: Brown, Buffalo, Calumet, Door, Florence, Fond du Lac, Forest, Green Lake, Iron, Jackson, Kewaunee, Langlade, Manitowoc, Marinette, Menomonee, Oconto, Ozaukee, Shawano, Sheboygan, Trempealeau, Vilas, Walworth, Washington and Waupaca. Those counties that had participants in 8% projects are listed in the following chart. Twenty-nine counties had placements in jobs averaging $5.00/hour or better and are noted with an asterisk:

COUNTIES SERVED WITH JTPA 8% FUNDS

COUNTY	# SERVED	DISTRICT
Adams*	63	Mid-State VTAE District
Ashland	26	Wisconsin Indianhead VTAE District
Barron*	2	Wisconsin Indianhead VTAE District
Bayfield	20	Wisconsin Indianhead VTAE District
Burnett*	1	Wisconsin Indianhead VTAE District
Chippewa	8	Chippewa Valley VTAE District
Clark*	13	Chippewa Valley VTAE District
Columbia*	12	Area VTAE District No. 4
Crawford*	17	Southwest Wisconsin VTAE District
Dane*	75	Area VTAE District No. 4
Dodge*	3	Area VTAE District No. 4
Douglas	68	Wisconsin Indianhead VTAE District
Dunn*	6	Chippewa Valley VTAE District
Eau Claire*	36	Chippewa Valley VTAE District
Grant*	120	Southwest Wisconsin VTAE District
Green	86	Blackhawk VTAE District
Iowa*	28	Southwest Wisconsin VTAE District

COUNTY	# SERVED	DISTRICT
Jefferson*	15	Area VTAE District No. 4
Juneau*	3	Western Wisconsin VTAE District
Kenosha*	72	Gateway VTAE District
LaCrosse	82	Western Wisconsin VTAE District
Lafayette	13	Southwest Wisconsin VTAE District
Lincoln	2	North Central VTAE District
Marathon*	86	North Central VTAE District
Marquette*	43	Area VTAE District No. 4
Milwaukee	965	Milwaukee Area VTAE District
Monroe	2	Western Wisconsin VTAE District
Oneida	4	North Central VTAE District
Outagamie	6	Fox Valley VTAE District
Pepin	1	Chippewa Valley VTAE District
Pierce	1	Chippewa Valley VTAE District
Polk	1	Wisconsin Indianhead VTAE District
Portage*	19	Mid-State VTAE District
Price*	83	North Central VTAE District
Racine*	90	Gateway VTAE District
Richland*	25	Southwest Wisconsin VTAE District
Rock*	39	Blackhawk VTAE District
Rusk*	8	Wisconsin Indianhead VTAE District
St. Croix*	1	Wisconsin Indianhead VTAE District
Sauk*	5	Area VTAE District No. 4
Sawyer	66	Wisconsin Indianhead VTAE District
Taylor	4	North Central VTAE District
Vernon*	1	Western Wisconsin VTAE District
Washburn	5	Wisconsin Indianhead VTAE District
Waukesha*	35	Waukesha County VTAE District
Waushara*	31	Mid-State VTAE District
Winnebago	1	Fox Valley VTAE District
Wood*	31	Mid-State VTAE District

* placed in jobs averaging $5.00 or better

SUMMARY OF JTPA 8% PLACEMENTS
BY OCCUPATIONAL CATEGORIES
1989-90

Occupational Titles	Placements	Average Wage (hr.)
PROFESSIONAL, TECHNICAL AND MANAGERIAL OCCUPATIONS		
Occupations in Medicine and Health		
Registered Nurses	10	10.87
Occupations in Medicine and Health, n.e.c.	21	6.32
Occupations in Education		
Occupations in preschool, primary school and kindergarten education	5	5.24
CLERICAL AND SALES OCCUPATIONS		
Stenography, Typing, Filing, and Related Occupations		
Secretaries	24	5.88
Typists and typewriting-machine operators	14	6.09
Stenography, typing, filing, and related occupations, n.e.c.	13	5.47
Computing and Account-Recording Occupations		
Bookkeepers and bookkeeping-machine operators	5	5.25
Cashiers and tellers	18	3.98
Electronic and electromechanical data processors	7	6.10
Accounting and statistical clerks	6	6.06
Computing and account-recording occupations, n.e.c.	5	5.23
Information and Message Distribution Occupations		
Information and reception clerks	6	5.48
Miscellaneous Clerical Occupations		
Miscellaneous clerical occupations, n.e.c.	9	4.89
Miscellaneous Sales Occupations		
Sales Clerks	9	3.84

Occupational Titles	Placements	Average Wage (hr.)
SERVICE OCCUPATIONS		
Domestic Service Occupations		
Household and related work	5	4.44
Domestic service occupations, n.e.c.	7	4.41
Food and Beverage Preparation and Service Occupations		
Waiters, waitresses, and related food service occupations	9	4.90
Chefs and cooks, hotels and restaurants	13	4.42
Kitchen workers, n.e.c.	15	4.00
Food and beverage preparation and service occupations, n.e.c.	5	5.47
Barbering, Cosmetology, and Related Service Occupations		
Hairdressers and cosmetologists	8	4.57
Miscellaneous Personal Service Occupations		
Unlicensed birth attendants and practical nurses	5	4.93
Attendances, hospitals, morgues and related health service	29	5.50
Miscellaneous personal service occupations, n.e.c.	7	4.24
Building and Related Service Occupations		
Janitors	14	4.16
PROCESSING OCCUPATIONS		
Ore Refining and Foundry Occupations		
Ore refining and foundry occupations, n.e.c.	7	5.19
MACHINE TRADES OCCUPATIONS		
Metal Machining Occupations		
Machinists and related occupations	6	7.33
Wood Machining Occupations		
Wood machining occupations, n.e.c.	7	5.13

Occupational Titles	Placements	Average Wage (hr.)
BENCHWORK OCCUPATIONS		
Occupations in Fabrication, Assembly, and Repair of Metal Products, n.e.c.		
Metal unit assemblers and adjusters, n.e.c.	8	4.12
Occupations in Assembly and Repair of Electrical Equipment		
Occupations in assembly and repair of electrical components and accessories, n.e.c.	6	6.26
Occupations in Fabrication and Repair of Products Made from Assorted Materials		
Occupations in fabrication and repair of products made from assorted materials, n.e.c.	12	3.76
STRUCTURAL WORK OCCUPATIONS		
Construction Occupations, n.e.c.		
Miscellaneous construction occupations, n.e.c.	5	6.07
MISCELLANEOUS OCCUPATIONS		
Packaging and Materials Handling Occupations		
Packaging occupations	7	4.74
Occupations in moving and storing materials and products, n.e.c.	5	5.35
Packaging and materials handling occupations, n.e.c.	7	4.64

SERVICE BY POPULATION CATEGORIES

Eight percent (8%) funded activities were very successful in serving target groups. The following Equitable Provision of Services (EPS) summarizes the VTAE system achievements in this area.

Population Categories	Plan Percent	Actual Percent	Actual Enrollment	Entered Employment	Currently Enrolled
Dropouts	30.0%	53.0%	1,180	154	400
Women	60.0%	66.0%	1,469	238	585
Minorities	30.0%	49.0%	1,093	141	359
Over 55	4.5%	2.0%	34	10	13
Handicapped	7.9%	9.0%	207	33	113
Youth	15.0%	33.0%	725	93	309
AFDC	20.0%	50.0%	1,124	196	423

The WBVTAE is particularly pleased with the high level of service provided for women, minorities, youths, dropouts and AFDC recipients. All service categories have exceeded the planned projections except the Over 55 category. In response to the 1990-91 plan, any 1989-90 carryover funds will be targeted at serving this population group in the 1990-91 project activities.

PROJECTS WITH PLACEMENT RATES OVER 75%

DISTRICT	PROJECT TITLE	RATE
Chippewa Valley	Certified Firefighter for Minorities	100%
Western Wisconsin	Bilingual Vocational Training	78%
Southwest Wisconsin	Job Center	77%
Madison Area	Minority/Rural Small Business	91%
Waukesha County	Desktop Publishing	100%
Mid-State	Displaced Rural Populations	94%
Mid-State	Single Female/Classroom Training	82%
North Central	Marathon County Job Center	100%

IV. ACHIEVEMENTS ON THE GOVERNOR'S EMPLOYMENT GOALS, OBJECTIVES AND COORDINATION CRITERIA

The following information provides a summary of the major accomplishments for each goal listed in the 1988-89 Program Plan.

Goal #1: WBVTAE JTPA Staff Coordination

The Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) will enhance its efforts to coordinate and direct available state and federal financial resources including the Carl Perkins Vocational Education Act, Adult Education Act, and Job Training Partnership (JTPA) funds.

Objective A: **The WBVTAE JTPA staff will meet with Department of Public Instruction (DPI) JTPA staff to identify opportunities for coordination of efforts to serve disadvantaged youth.**

Objective B: **WBVTAE JTPA staff will meet with DETP at least quarterly to provide progress reports, and enhance coordination efforts.**

Objective C: **WBVTAE JTPA staff will participant in intra-agency meetings relating to the planning and coordination of all agency funding sources.**

Results:

WBVTAE has met quarterly with DPI and DETP staff to coordinate activities. In addition, DPI, DETP, and VTAE staff were utilized to read, comment and score projects submitted for funding to the respective agencies. WBVTAE staff reciprocates the service for DPI and DETP projects.

WBVTAE participated as an equal partner in the interagency coordination/collaboration meetings with six other state agencies involved in employment and training activities. Policies, goals, guidelines and procedures were developed for coordination of employment and training programs at the local level.

WBVTAE was the lead agency in planning, developing and conducting a two-day multi-cultural youth conference which was attended by over 400 teachers, administrators, social services agency staff, community-based organization personnel and other representatives of organizations and groups providing services to minorities.

All WBVTAE plans for allocation of funds involving employment and training activities were presented to the Wisconsin Jobs Council for review and comment.

A conference on transition services for people with disabilities was coordinated with DPI and DVR to identify and develop policies and procedures to assist the transfer from secondary to postsecondary vocational education programs. Approximately 350 public school and VTAE teachers and administrators and DVR state and regional staff attended. Follow-up activities are continuing at state and local levels.

Goal #2: Economic Development

The WBVTAE will coordinate 8% programs and services with other state and local economic development efforts.

Objective A: **WBVTAE JTPA and economic development staff will meet quarterly with DOD economic development staff to identify opportunities for coordination and joint planning of staff and local training activities to serve 8% target groups.**

Objective B: **The JTPA Section Chief will have overall responsibility for the coordination of JTPA economic development activities.**

Objective C: **WBVTAE will fund $150,000 in special demonstration and/or innovative projects with JTPA 8% training funds to provide training programs for JTPA eligible recipients in planned coordination with small and/or minority businesses. Such projects may include office skills training programs to meet the clerical and secretarial needs of small and minority businesses.**

Objective D: **The WBVTAE will set-aside $25,000 for customized quick-start training projects.**

Results:

Department of Development (DOD) economic development staff and the WBVTAE section chief were members of the state collaboration/coordination meetings involving a total of seven state agencies. Monthly meetings were held to enhance coordination and eliminate duplication for employment and training services. In addition, all projects funded by DOD for economic development were reviewed by WBVTAE administrators for recommendation prior to funding decisions by DOD. Similarly all VTAE JTPA economic development projects were reviewed by DOD staff. Comments on strengths, weaknesses, ranking and funding recommendations were considered by VTAE administrators prior to making funding recommendations. A total of five projects were funded involving small and/or minority businesses. Two customized training projects were funded. A total of 233 JTPA eligible participants were enrolled and 64 were placed at an average wage from $4.07 to $12.10 per hour.

Goal #3: Occupational Skills Training Programs for Target Populations

Objective A: **The WBVTAE will fund projects to provide occupational skills training for minorities, single female heads of households, and rural populations.**

Objective B: **When developing skill specific training programs for JTPA clients, the district will utilize established advisory committees or create an appropriate advisory committee if none exists. These committees are made up of both employers and employees incumbent to the occupation for which the training program is being designed. Participation by these committees insures accuracy of curriculum and correlation to local needs.**

Results:

A total of ten projects were funded for occupational skills for the targeted populations. A total of 446 JTPA eligible participants were enrolled and 165 were placed with an average wage from $4.46 to $7.89 per hour.

Advisory committees of employers and employees were required to be identified prior to funding with leadership roles specified regarding curriculum and evaluation activities. All projects were monitored for compliance with the approved plan application.

Goal #4: Minority Youth Initiative Programs

Objective A: Minority Youth Initiative programs will be funded in areas of the state with high percentages of minority dropouts and non-completers. The Wisconsin Youth Initiative program will be promoted as a model program.

Results:

Three projects were funded in three VTAE districts with high percentages of minority high school dropouts and non-completers. This was an expansion on one district from the previous year. A total of 1,009 JTPA eligible participants were enrolled and positive terminations and placements totaled 107. All projects required the involvement of community-based organizations (CBOs) in the planning and delivery of services. One district (Milwaukee) had seven CBOs involved. WBVTAE provided $167,000 of general purpose revenue match to the $300,000 of JTPA 8% allocation. Participating districts provided additional match from other non-JTPA sources.

Goal #5: Job Centers

Objective A: Special demonstration projects will be funded to provide basic skills, assessment, counseling and/or occupational skills training programs in planned coordination with Job Centers.

Results:

The VTAE districts participated in the original three pilot 1988 Job Centers. Although the guidelines did not require VTAE participation, it was found to be a very effective relationship with JTPA entities, such as private industry councils (PICs). Based on this experience, the 1990 expansion guidelines required the VTAE districts participation. In addition, the new pilots were encouraged to include the welfare work program (Job Opportunities and Basic Skills) and other employment and training programs at the local level. A total of fourteen counties are involved in seven VTAE districts. One Job Center (Mid-State) has nine cooperating agencies providing services through the Job Center concept. The seven projects provided services to 580 JTPA eligible participants resulting in 133 placements at an average wage from $3.65 to $7.75 per hour.

The positive experiences of the VTAE districts involved with the Job Centers the 1991-92 JTPA 8% will promote a new priority area, "Coordinated Delivery of

Services to Disadvantaged Populations." This will allow VTAE districts without formal Job Centers to utilize 8% funds to deliver employment and training activities with the PICs and other service providers similar to a Job Center concept based on a coordinated local employment and training plan.

Goal #6: Literacy and Basic Skills Initiatives

Objective A: A WBVTAE literacy study will include JTPA eligible populations.

Objective B: Study results will be utilized by JTPA staff in planning program and funding priorities for 1990-91.

Objective C: WBVTAE JTPA and adult basic education staff will work to coordinate programs and services and will meet on a regular basis.

Objective D: Minority Youth Initiative programs will be funded in areas of the state with high percentages of minority dropouts and non-completers. The Wisconsin Youth Initiative program will be promoted as a model program.

Objective E: Special demonstration projects will be funded to provide basic skills, assessment, counseling and/or occupational skills training programs in planned coordination with Job Centers.

Results:

The Literacy 2000 Task Force, appointed by the State Director of the Wisconsin Board of Vocational, Technical and Adult Education, with the advice and support of the Executive Branch, was charged with the responsibility of identifying the dimensions of adult illiteracy in Wisconsin and recommending strategies to address that problem. Beginning work in January and continuing through September of 1988, the Literacy 2000 Task Force was composed of thirty-one selected representatives of Wisconsin public and private sectors.

Defining adult literacy as the possession of such skills as reading, writing, speaking and computing necessary to function effectively as individuals, family and community members, citizens, consumers and workers in American society, the Literacy 2000 Task Force discovered 492,720 Wisconsin residents operating at or below the level of functional illiteracy. An additional 412,720 Wisconsin residents were found to be "at-risk" due to increased demand for higher level basic skills in an Information Age society. Several forces contribute to a greater than 10,000 person annual increase in this population: (1) the public school dropout rate, (2) the continuing immigration of persons at the functionally illiterate level, (3) the gradual erosion of basic skills levels through lack of application, and (4) the increasing demand for higher level basic skills in an Information Age society.

There are four principal providers of adult literacy education in Wisconsin: two volunteer groups, several community-based organizations, and the Vocational, Technical and Adult Education System. In 1987, these organizations served a total of 46,517 participants. This represents five percent of the population in need. Assuming a high school education as the

minimal standard for adult literacy, last year 8,644 persons achieved that status, while the population in need grew by more than 10,000 persons.

The Literacy 2000 Task Force recommend the formation of a Wisconsin Literacy Council with a Statewide network of local literacy councils with the goal of achieving universal adult literacy in Wisconsin by the year 2000. With appropriate representation of providers of adult literacy education and related public and private groups, the State and local Councils will work toward the objectives of: (1) expanding the level of service, (2) improving effectiveness and efficiency of service, (3) developing improved linkages among providers and related groups, (4) instilling positive attitudes toward lifelong learning, and (5) insuring the availability of adequate support services for participants. Strategies for achieving the goal and objectives are recommended by the Literacy 2000 Task Force in the report.

Specific JTPA 8% activities relating to the task for recommendations include expanding services to multi-barrier individuals through expansion of Job Centers and the minority youth initiative. A JTPA 8% staff member has adult basic skills responsibilities which allows for attendance at regular meetings to coordinate programs with other basic skills staff.

The minority youth initiative programs were expanded from two to three districts in the VTAE system where qualified populations of high minority dropout rates exist. Job Center activities have expanded from four special demonstration projects to seven to provide basic skills, assessment, counseling, and/or occupational skills training programs.

Goal #7: **SDA and District Coordination**

The WBVTAE will work closely with local SDAs and VTAE Districts to enhance coordination and cooperation in the provision of training and services to eligible participants.

Objective A: **Participant support services to include transportation and child care should be included in projects where necessary to insure client participation.**

Objective B: **Districts will develop training projects with 8% funds which demonstrate coordination with PIC's, private business, other agencies and other sources of funds in order to maximize the use of available resources.**

Results:

Eight percent (8%) funds are designed to be coordinated with IIA funds administered by the PIC's wherever possible. As a result, an 8% project may fund only a small portion of the JTPA participants total plan of service. In a number of projects, 8% may fund assessment only or occupational skill training only while the PIC's IIA funds provide the remaining services such as case management and placement. This system provides services to participants in one year utilizing 8% funds with the placement often taking place in the distant future (possibly the following fiscal year). At the end of PY 88-89,

902 participants (of those served) were carried into the present year. Likewise, 859 participants were carried into PY 90-91.

Another feature of the coordination of the 8% projects with those of the PIC's is that concurrent enrollments in both funding sources often are designed with the PIC providing certification and participant support payments from their resources resulting in very low participant report expenditures from 8% funds. Project proposals are required to outline how participants will receive necessary support if none is budgeted with 8% funds. In 1989-90, only 3.17% of 8% funds were used for participant support with the majority being provided by other coordinating agencies or programs.

KEY ROLES AND COORDINATION CRITERIA

The following information provides the Governor's 1989-90 Key Roles and Coordination Criteria directly applicable to the WBVTAE and the VTAE System.

Key Role 1: Develop an economic climate that fosters the maintenance and expansion of jobs.

Coordination Criterion 2: Division of Employment and Training Policy (DETP) in the Department of Industry, Labor and Human Relations (DILHR) will develop ways to work with the Department of Development (DOD) and the WBVTAE in order to facilitate linkages between employment/training programs and economic development efforts (new business start-ups, retention and expansion of businesses). Specific attention will be paid to reviewing the guidelines and start-up time needed to begin training agreements between DOD and employment and training programs.

Activities: WBVTAE staff, including the State Director, Assistant State Director and JTPA supervisor and other state board staff have actively participated in Job Council and DILHR economic development activities including the state collaboration committee and plan application reviews. The Assistant State Director reviews all economic development project applications submitted to DOD to ensure effective coordination with the VTAE mission to economic development. In turn, DOD staff review, comment and rank VTAE JTPA 8% economic development projects.

Statewide, the VTAE system has entered into 4,907 contracts with business or industrial firms, units of government, institutions and private or public groups for special services related to economic development. These formal agreements covered 5,904 courses totaling 138,362 hours of contracted instruction for 75,276 employees. Non-contracted services totaled 6,485 courses involving 270,869 hours of instruction to 87,356 students. JTPA 8% funds were utilized in only seven of these projects. Other public and private funds were used for the majority of these activities.

Key Role 2: Promote a strong partnership between the public and private sectors to serve citizens who are in need of training and employment, incorporating the resources of business, labor, government, education, community-based organizations and other non-profit organizations.

Coordination Criterion 1: The state level Job Center Interagency Workgroup will assist in the implementation of Job Center Models, by recommending the changes necessary for state agencies to remove administrative barriers to coordinated service delivery at the state and local levels. At a minimum, DETP, Job Service, WBVTAE, Department of Health and Social Services (DHSS), and DPI will be included in this effort. (Also applies to Key Role 5.)

Activities: The JTPA supervisor has participated in all Job Center interagency workgroup activities. Three new Job Center models were added in the 1989-90 program year, making a total of seven Job Centers in the state involving a total of fourteen counties in eight VTAE districts. The new efforts focused on Job Service and JTPA entities plus the VTAE district and the Job Opportunities and Basic Skills (JOBS) welfare program. Efforts to accomplish coordination are focused on specific program functions of: (1) participant intake, (2) participant assessment, (3) interagency case management of participants, and (4) unifying job placement efforts and the provision of services and incentives to employers. JTPA 8% funds provided seven projects totaling $200,000 to support the services to clients in the seven Job Centers.

Key Role 4: Provide elementary and secondary education to prepare youth with the basic competency needed for life's work.

Coordination Criterion 1: In cooperation with the Wisconsin Jobs Council, DETP, DPI and WBVTAE will work together to develop, promote, support, and disseminate information on model programs linking education and employment for at-risk children.

During 1989-90, the Board will replicate the Wisconsin Youth Initiative Program model in other areas of the state to serve minority youth. VTAE districts will be encouraged to submit 8% proposal applications designed to:

a. Address the basic skills needs of students in areas with an excessive high school dropout rate and/or with high annual numbers of dropouts.

b. Meet the following program outcomes which are listed in priority order:

   1. Result in the enrollment and retention of program completers in full-time occupational or academic programs at vocational, technical and adult education institutions, colleges or universities.

   2. Result in placement in permanent, private sector, unsubsidized employment.

   3. Result in high percentage of participants (75 percent) being awarded a secondary education diploma or its equivalent.

c. Demonstrate a relationship or coordination with other programs through joint funding or programs which demonstrate a position

within a sequence of training or services provided in coordination with VTAE district programs.

d. Implement programs within community-based organizations with demonstrated high past performance in the delivery of similar programs or contain a plan which demonstrates a potential for high placement performance.

Coordination Criterion 2: DPI, WBVTAE, DETP, and PIC's will cooperatively develop a model set of basic skills competencies, which includes appropriate work related communication skills, and disseminate it to the Local Education Agencies (LEA's), WBVTAE districts and PIC's for their information. (Also applies to Key Role 5).

The WBVTAE will also participate in a work group led by DPI to develop and disseminate a model competency listing. Information on the WBVTAE Literacy Study will be provided to the work group.

Activities: The minority youth initiative was expanded from two districts, Milwaukee and Gateway, to three, Madison. Two involved one community-based organization and Milwaukee involved seven. No other VTAE districts felt they could meet the excessive high school minority dropout rate requirement for the priority area. A total of $300,000 of JTPA 8% funds and $167,000 of GPR Incentive Grant funds for match were awarded to the three districts. The Milwaukee and Gateway projects met the expectations of the project satisfactorily, but the Madison project lacked participants and was discontinued for the following year.

The Governor has established a minority commission with WBVTAE providing the leadership. Final recommendations of the committee on efforts to be made to this population will be released in the current program year.

The development of a model set of basic skills competencies with DPI, WBVTAE, DETP, and the PIC's has not occurred as a formal activity, but the DPI standard "Education for Employment" contains the information that has been utilized for basic skills competencies. The report of the Literacy 2000 Task Force was completed in September of 1988 and copies have been made available to all interested parties. Many of the recommendations have been implemented or are in the process of being implemented by the various agencies and groups involved including DPI, DETP, and PICs. WBVTAE has responded by increasing cooperation and coordination activities, expanding adult literacy efforts, strengthening linkages with CBOs and increasing efforts to serve the most difficult-to-reach adults.

Key Role 5: Provide remedial education for youth and adults with inadequate basic educational attainments.

Coordination Criterion 2: DPI and WBVTAE will work with DETP, DHSS and PIC's to jointly plan for the use of 8% funds so as to eliminate duplication and maximize coordination.

Activities: Specific JTPA 8% activities that addressed these coordination criteria are the three youth initiative projects, the seven Job Centers, the Multi-Cultural Youth Conference, and the Transition Conference for serving people with disabilities.

In addition, WBVTAE has provided service to this area in planned coordination with non-JTPA funds including GPR, Carl Perkins Vocational Education, and Adult Education Act funds.

Key Role 11: Target employment and training services to high-need groups especially those on public assistance within eligible populations in accordance with state and federal laws and regulations.

Activities: Each VTAE district and the WBVTAE has a coordination agreement with each SDA administrative entity signed the PIC administrator, VTAE District Director, and the State Director. This agreement requires that local PIC(s) be invited to jointly plan activities to be submitted for JTPA 8% funding. To be considered for funding, applications were required to submit a copy of all planning meeting minutes.

The WBVTAE 8% program will be coordinated with agencies serving target groups.

WBVTAE distributed approximately 200 Request for Proposal (RFP) Guidelines to VTAE districts, PICs, chief elected officials, other state agencies and other interested parties. A newspaper advertisement is published by WBVTAE in the official state newspaper and each district must also publish a notice in the local newspapers. As a result, most JTPA 8% projects have a strong coordination component with CBOs, PICs and/or other service providers of the target groups.

The targeted populations categories of dropouts, women, minorities, handicapped, youth, and AFDC recipients all exceeded the planned amounts. (See chart on page 8.)

V. PY 1989-90 PROJECT SUMMARY OF PARTICIPANTS SERVED, PLACED, ETC.

The WBVTAE identified four (4) program funding priorities for 1989-90 Job Training Funds. A description of each priority area is listed below:

Priority 1: Skill Training for Target Populations

Purpose: This priority area was directed towards occupational skills training programs for minorities, single female heads of households, and rural populations.

Amount Awarded: $260,000
Projects Funded: 10
Number of Participants: 446
Avg. Wage at Placement: $5.56
Range of Wages: $4.46-$7.89

Priority 2: Minority Youth Initiative Programs

Purpose: Grants were awarded for basic skills training for minority youth in areas of the state with high percentages of minority dropouts and non-completers.

Funded basic skills training could neither supplant nor duplicate district or other organization's programs, but must enhance the availability of training for minority youth who would not be served by existing programs.

Amount Awarded: $467,000
Projects Funded: 3
Number of Participants: 1,009
Avg. Wage at Placement: $4.52
Range of Wages: $3.75-$5.24

All activities were planned jointly by the VTAE district and the Community-Based Organizations (CBOs) involved. Grants were funded in Madison, Milwaukee and Racine/Kenosha.

Priority 3: Job Centers

Purpose: Special demonstration projects were funded to provide assessment, basic skills, counseling, and/or occupational skills training programs in planned coordination with Job Centers.

Amount Awarded: $200,000
Job Centers Funded: 7
Projects Funded: 8
Number of Participants: 580
Avg. Wage at Placement: $5.71
Range of Wages: $3.65-$7.75

Priority 4: Economic Development

Purpose: Unique and/or special demonstration projects were funded to provide training programs for JTPA eligible recipients in planned coordination with small and minority businesses.

General Economic Development

Amount Awarded: $150,000
Projects Funded: 5
Number of Participants: 115
Avg. Wage at Placement: $5.60
Range of Wages: $4.07-$6.60

Customized Quick Start Training:

Amount Awarded: $25,000
Projects Funded: 2
Number of Participants: 118
Avg. Wage at Placement: $5.98
Range of Wages: $5.80-$12.10

Coordination with JTPA 8% Funds

Eight percent (8%) funds are designed to be coordinated with IIA funds administered by the Private Industry Councils wherever possible. As a result, an eight percent (8%) project may fund only a small portion of the JTPA participants total plan of service. For example, eight percent (8%) may fund assessment only or occupational skill training only while the PIC's IIA funds provide the remaining services such as case management and placement. This system provides services to participants in one year utilizing 8% funds with the placement often taking place in the distant future (possibly the following fiscal year). At the end of PY 88-89, 902 participants (of those served) were carried into the present year. Likewise, 859 participants were carried into PY 90-91.

Another feature of the coordination of the eight percent (8%) projects with those of the PIC's is that concurrent enrollments in both funding sources often are designed with the PIC providing certification and participant support payments from their resources resulting in very low participant report expenditures from eight percent (8%) funds. Project proposals are required to outline how participants will receive necessary support if none is budgeted with eight percent (8%) funds.

Twenty percent (20%) of the eight percent (8%) funds are designated for coordination. These funds are used by WBVTAE to provide state level staff to address the overall system coordination. In addition, the WBVTAE staff have actively pursued internal and VTAE district coordination of JTPA and Carl Perkins Vocational Education Act (VEA) funds through participating in the funding review process for VEA projects. Regularly scheduled meetings take place between WBVTAE, DPI, and DETP to discuss coordination issues. The WBVTAE JTPA staff conducted two (2) statewide meetings for VTAE district JTPA

coordinators and staff for professional development and information sharing purposes. The staff also maintains high visibility in national associations of vocational education/employment and training professionals such as the American Vocational Association, the National Employment and Training Association, the Great Lakes Employment and Training Association, the American Association of Adult and Continuing Education, the National Association of Bilingual Education, and the National Association of Special Needs Providers.

Fiscal Summary:

JTPA 8% funds are divided into two categories. Twenty percent (20) of the 8% funds are designated for coordination. WBVTAE utilizes these funds for staff to meet the Governor's goals, objectives and coordination criteria.

Eighty percent (80%) of these funds must be used for training activities of which a minimum of 70% must be spent on training activities, a maximum of 22% may be spent on participant support and a maximum of 15% on project administration. Actual expenditures were as follows:

20% Coordination Funds: $178,344

80% Training: $868,204

Administration:	7.22%	($ 62,676)
Participant Support*:	3.17%	($ 27,532)
Training:	89.61%	($777,995)

Training Types:

Occupational Classroom Training:	38.88%	($337,546)
Other Classroom Training:	11.42%	($ 99,115)
Other:	49.70%	($431,543)

* Participant support has been limited to child care and transportation. Most participants are concurrently enrolled in PIC activities and participant support payments are often provided through those activities or other referring agencies.

Match Requirements:

The entire 80% must be matched dollar for dollar. State, local and non-JTPA federal resources were used to create this match. WBVTAE provided 217% of the required match. This match was comprised of $1,049,427.21 or 56% cash contributions and $835,953.88 or 44% in-kind match. The largest sources of match were state and local educational costs above tuition for individual referrals, public assistance payments to participants while in programs, and salaries, supplies, etc., provided above the JTPA contract.

1989-90 INDIVIDUAL PROJECT ABSTRACTS BY PRIORITY AND RESULTS

SKILLS TRAINING FOR TARGET POPULATIONS

Applicant: Chippewa Valley VTAE District

Application Title: Skill Training for Farm & Rural Women

Recommended Award: $25,562

Abstract:

The purpose of this project was to aid farm and rural women in the transition to the paid work force through specialized career planning activities, supplemental support systems, leadership development, and occupational training. Twenty (20) farm or former agribusiness women were to be recruited and introduced to career options with special emphasis on nontraditional occupations available through vocational technical training. An extensive outreach and recruitment effort was to be coordinated with the West Central Private Industry Council outreach staff. Twenty (20) women were to be enrolled in a two-day career exploration workshop. Twelve (12) women were to be provided "scholarships" to enroll in full-time training programs at Chippewa Valley Technical College. During enrollment, supplemental support activities, leadership training, job search, and placement services were also to be provided. Seventy percent (70%) of those who completed training were to be placed into unsubsidized employment. Average wage at entry was to exceed $4.60 per hour.

Participants Enrolled: 26

Participants Terminated: 6

Entered Employment: 4

Average Wage at Placement: $7.61

****

Applicant: Western Wisconsin VTAE District

Application Title: Bilingual Vocational Training

Recommended Award: $42,361

Abstract:

This program was to provide occupational skill training and other related services directed toward training for the Southeast Asian Refugee population. All services were to promote the attainment of unsubsidized employment. The related services were to include screening of participants, assistance in counseling, job readiness and job linkages to other programs. Communication skills, which is a significant barrier to employment, was to be concurrently available through the English as a Second Language (ESL) program.

Eighty (80) individuals were to be served by the Bilingual Job Developer/ Follow-Through Specialist. Upon completion of the program, 70% of the adults

and 70% of the youth were to be placed in jobs or in on-the-job training which would lead to employment.

Participants Enrolled: 82

Participants Terminated: 65

Entered Employment: 51

Average Wage at Placement: $4.46

****

Applicant: Southwest Wisconsin VTAE District

Application Title: Career Options for Farm Women

Recommended Award: $44,250

Abstract:

Career Options for Farm Women was a continuing effort to assist farm and agribusiness women of this district to become more employable through enrollment in vocational programs at Southwest Wisconsin Technical College. The program helped these women build necessary skills in order to compete effectively in today's labor market.

Enrolling farm and agribusiness women who are JTPA eligible were encouraged to attend the Learning Center to build study skills and update basic skills such as math and reading comprehension. Twenty-seven (27) students were to receive assistance in the form of tuition and books to overcome the financial barrier they have to enrollment. Some support money was to be available for child care or travel costs. Sixty percent (60%) of the women were to be placed in unsubsidized jobs which would provide and outside salary in addition to their farm or agribusiness income.

Participants Enrolled: 30

Participants Terminated: 12

Entered Employment: 8

Average Wage at Placement: $6.41

****

Applicant: Area VTAE District No. 4

Application Title: Vocational Training for Target Populations

Recommended Award: $30,402

Abstract:

The purpose of the program was to provide vocational skills training and employment to thirty-five (35) participants who were single female heads of households, minorities, and/or rural residents of Dane County. Training included one-year and two-year diploma/degree programs and vocational courses. Services included recruitment, outreach, assessment, support service referral and coordination, employability skills instruction, job placement, and follow-up. Financial assistance was to be provided to supplement federal and state funding for tuition, fees, books, supplies, transportation and child care. The goal was to achieve a placement of 70% with an average hourly wage of $5.25.

Participants Enrolled: 34

Participants Terminated: 14

Entered Employment: 9

Average Wage at Placement: $6.22

****

Applicant: Area VTAE District No. 4

Application Title: Skill Training for Target Populations in South Central SDA and Marquette County

Recommended Award: $43,901

Abstract:

The purpose of the program was to provide vocational skills training and employment to thirty (30) participants who were single heads of household and/or rural residents of South Central SDA or Marquette County. Training included one-year and two-year diploma/associate degree programs. Services included recruitment, assessment, support services, job placement, and follow-up. Financial assistance was to be provided to supplement federal and state grants for tuition, fees, books, supplies, and child care. The goal was to achieve a placement rate of 75% with an average hourly wage of $5.25.

Participants Enrolled: 43

Participants Terminated: 38

Entered Employment: 23

Average Wage at Placement: $5.97

****

Applicant: Blackhawk VTAE District

Application Title: Rural Enterprise Development

Recommended Award: $33,881

Abstract:

The Rural Enterprise Development project was to continue to serve "economically distressed" rural constituents through a program designed to provide individually tailored training to forty-five (45) farmers. This project was to promote financial solvency through increased productivity on the farm or through the attainment of off-the-farm employment.

Participants Enrolled: 48

Participants Terminated: 19

Entered Employment: 10

Average Wage at Placement: $7.89

****

Applicant: Waukesha County VTAE District

Application Title: Vocational Skills Training

Recommended Award: $13,392

Abstract:

This project was to seek funding for individuals to enroll in two occupational training areas: CNC Machine Operation and Electronic Office Support Skills. Prior to the entry dates for skill training, the enrollees will also attend a two- to four-week pre-tech class designed to assure that students entering the training programs are able to successfully meet the academic challenges of the course work. The project was to provide training to a total of twenty-four (24) individuals. It was projected that 80% of the individuals enrolled in skill training would successfully complete the scheduled program and 75% would obtain unsubsidized employment upon completion of training.

Participants Enrolled: 5

Participants Terminated: 4

Entered Employment: 0

Average Wage at Placement: $-0-

****

Applicant: Mid-State VTAE District

Application Title: Single Female Heads of Household Classroom Slotting

Recommended Award: $40,540

Abstract:

This program addressed the training needs of the single female head of household (separated, divorced, widowed, or single with children) through a classroom training slotting program. Twenty-five (25) single female heads of household were to be enrolled in "traditional" vocational skill training with a set curriculum designed to provide participants with technical skills to perform a specific job or group of jobs. Participants were to be exposed to "non-traditional" occupational choices as part of a screening process. Preliminary activities involved strong linkages with Mid-State Technical College's single parent/displaced homemaker program for up front needs and coordination with the Wood County WEJT program to serve AFDC recipients. Secondary activities included: Career Awareness and Assessment, Job Seeking/Keeping Skills, Job Club, and placement assistance. This program was to place fourteen (14) participants at an average wage at placement of $5.10 per hour.

Participants Enrolled: 32

Participants Terminated: 17

Entered Employment: 14

Average Wage at Placement: $6.47

****

Applicant: Mid-State VTAE District

Application Title: Displaced Rural Population Classroom Training/ Slotting

Recommended Award: $38,965

Abstract:

This program addressed the needs of the displaced rural population through a classroom training/slotting program, which was to enroll or slot twenty-five (25) displaced individuals into "traditional" vocational skills training with a set curriculum designed to provide participants with the technical skills to perform a specific job or group of jobs. Secondary activities included: career advising, job seeking/keeping skills, vocational evaluation, job club and placement assistance. This program was to place sixteen (16) participants at a planned average wage at placement of $5.10 per hour.

Participants Enrolled: 30

Participants Terminated: 16

Entered Employment: 15

Average Wage at Placement: $6.97

****

Applicant: Wisconsin Indianhead VTAE District

Application Title: New Perspectives Ashland and Superior

Recommended Award: $40,031

Abstract:

New Perspectives was a pre-placement/pre-enrollment educational service designed to assist single female heads of households who are JTPA 8% eligible break down barriers to employment and/or training. Needs were to be met through individualized plans which included: assessment/referral, counseling, a 75-hour broad spectrum course, peer support, job development assistance, and both group and one-top-one follow-up. This service was to provide one hundred (100) target group persons in the Ashland and Superior regions the opportunity to build a foundation of confidence and skills for education and employment. Of the forty-five (45) new enrollees who were to complete the course, ten (10) were to pursue additional occupational training and twenty-five (25), or 71% were to enter employment.

Participants Enrolled: 116

Participants Terminated: 50

Entered Employment: 31

Average Wage at Placement: $4.55

****

MINORITY YOUTH INITIATIVE

Applicant: Area VTAE District No. 4

Application Title: Minority Youth Initiative Program in District #4

Recommended Award: $53,403

Abstract:

Madison Area Technical College (District No. 4) was to recruit and provide high school equivalency instruction to forty-eight (48) minority youth in District No. 4 in conjunction with four community-based organizations: Centro Hispano, Madison Urban League, La Raza Unida, and Central Wisconsin Community Action Council. Sixty-five percent (32) were to receive HSE diploma, and seventy-five percent (24) of these program completers were to enroll in full-time postsecondary programs. Placement assistance was to be provided for part-time employment while receiving instruction. Youth that do not enroll in postsecondary programs were to be placed in jobs at an average hourly wage of $4.75.

Participants Enrolled: 19

Participants Terminated: 17

Entered Employment: 0

Positive Youth Terminations: 0

Average Wage at Placement: $-0-

****

Applicant: Gateway VTAE District

Application Title: Southeastern Wisconsin Minority Youth Initiative Project

Recommended Award: $58,807

Abstract:

The Southeastern Wisconsin Minority Youth Initiative Project was a joint effort of Gateway Technical College, The Urban League of Racine and Kenosha, The Spanish Center of Racine, Kenosha and Walworth counties, Opportunities Industrialization Center of Racine, Goodwill Industries, and the Southeastern Wisconsin Private Industry Council. Area community-based organizations were to recruit 200 JTPA eligible youth who were to participate in high school equivalency classes at community-based organization facilities in Racine and Kenosha counties. Instruction was to be provided by Gateway staff twelve hours per week at each of the five sites. It was anticipated that 100 participants would receive their Wisconsin high school equivalency diploma and 110 would subsequently enter full-time occupational or academic programs at VTAE districts, colleges or universities.

Participants Enrolled: 105

Participants Terminated: 32

Entered Employment: 10

Positive Youth Terminations: 7

Average Wage at Placement: $4.42

****

Applicant: Milwaukee Area VTAE District

Application Title: MATC/CBO Basic Skills/High School Equivalency Network

Recommended Award: $354,790

Abstract:

Milwaukee Area Technical College, in conjunction with eight community-based organizations (CBOs) will provide basic skills and high school equivalency education to 400 central city minority and/or disadvantaged individuals. A total of 400 students will enroll in CBO basic skills and HS equivalency

programs. Eighty percent of those completing will increase their basic skills development by at least one grade level as measured by standardized testing. Sixty-five percent of high school equivalency students will complete their secondary equivalency. The number of students to be enrolled in Milwaukee Area Technical College outstationed courses would be 250, while 100 CBO students would enroll in full-time occupational training programs.

Participants Enrolled: 885

Participants Terminated: 795

Entered Employment: 60

Positive Youth Terminations: 31

Average Wage at Placement: $4.53

****

ECONOMIC DEVELOPMENT

Applicant: Chippewa Valley VTAE District

Application Title: Economic Development through Minority Entrepreneurship

Recommended Award: $30,355

Abstract:

The purpose of this project was to provide specialized household and office cleaning training to 20 refugees; customized supervisory management training to eight refugees; technical assistance and management training to five refugees; and cross-cultural leadership training to eight refugees. The refugees that were to be served may have been involved in businesses such as the following: management of H. C. Auto Brite (a car detailing business); or household and office cleaning; or food and meat processing; or tailoring; or a small manufacturing venture at the Eau Claire Chippewa Valley Incubator Center.

Participants Enrolled: 23

Participants Terminated: 7

Entered Employment: 5

Average Wage at Placement: $5.69

****

Applicant: Area VTAE District No. 4

Application Title: Training for Employment in the Private Sector

Recommended Award: $32,152

Abstract:

This program was to provide skills training and employment to thirty (30) participants. Technical assistance was to be provided to three minority-owned and/or rural small businesses to help them meet their economic development objectives and to expand their work force through employment of participants. Services to participants were to include recruitment, financial assistance for courses, support services, employability skills instruction, on-the-job training, and job placement. The goal was to be able to achieve a placement rate of 70% with an average hourly wage of $5.25.

Participants Enrolled: 16

Participants Terminated: 11

Entered Employment: 10

Average Wage at Placement: $6.60

****

Applicant: Waukesha County VTAE District

Application Title: Desktop Publishing Skill Training

Recommended Award: $18,077

Abstract:

This project was to seek refunding of a 12-week skill training program in desktop publishing designed to meet the customized needs of the printing industry as identified by the current advisory committee which consists of members from various printing firms. The program is designed to provide twelve JTPA participants with hands-on instruction in the use and application of the basic hardware and software most frequently utilized in the printing industry. It was projected that 80% of the participants (ten) would complete the training and 75% of the participants (nine) would obtain unsubsidized employment with an average placement wage of $6.25 per hour and an expected training related wage of $7.50 per hour.

Participants Enrolled: 13

Participants Terminated: 2

Entered Employment: 2

Average Wage at Placement: $4.50

****

Applicant: Milwaukee Area VTAE District

Application Title: Minority Small Business/Economic Development

Recommended Award: $37,520

Abstract:

This project was to provide customized clerical training to seven individuals and to provide customized training to 28 individuals in three businesses. This project was to provide technical assistance to three businesses to increase their management capacity.

Participants Enrolled: 27

Participants Terminated: 23

Entered Employment: 7

Average Wage at Placement: $4.07

****

Applicant: Chippewa Valley VTAE District

Application Title: Certified Fire Fighter-Level III/EMT Training for Minorities

Recommended Award: $10,000

Abstract:

The purpose of this project was to acquire the necessary instructional materials and supplies which would allow fifteen Hmong minority persons in Western/West Central Wisconsin to participate in Certified Fire Fighter-Level III/EMT Training and to place the graduates of this program in municipal fire departments and/or ambulance services. The attainment of this goal was to fulfill a twofold need: i.e., it would assist municipal and other fire departments and ambulance services to meet their affirmative action equal employment opportunity goals and enable persons who are members of Hmong minorities within Wisconsin to pursue careers in fire fighting.

Participants Enrolled: 12

Participants Terminated: 1

Entered Employment: 1

Average Wage at Placement: $12.10

****

Applicant: North Central VTAE District

Application Title: Biewer Plant Expansion

Recommended Award: $19,557

Abstract:

This project was designed to provide for assessment, counseling, job specific occupational training and support services for approximately sixty individuals from northern Wisconsin. The above activities are to be done in conjunction with the building of a new sawmill and lumber processing plant (Biewer Lumber Company) in Prentice, Wisconsin. It was anticipated that this customized training for Biewer Lumber Company will develop into jobs for between 45-50 individuals with an average wage in excess of $6.00 per hour and excellent benefits.

Participants Enrolled: 106

Participants Terminated: 101

Entered Employment: 34

Average Wage at Placement: $5.80

****

JOB CENTERS

Applicant: Western Wisconsin VTAE District

Application Title: Regional Services Coordination Centers

Recommended Award: $19,972

Abstract:

In-depth assessment was to be provided for JTPA-eligible individuals to assist them in their career development and to make effective career decisions. The assessment was to include, as appropriate, basic skills abilities, other academic abilities, manipulative abilities, and effective measures which would enable individuals to fit themselves to the appropriate opportunities that are available.

There was to be 200 individuals provided with assessment and advisement services.

Participants Enrolled: 0

Participants Terminated: 0

Entered Employment: 0

Average Wage at Placement: $-0-

****

Applicant: Southwest Wisconsin VTAE District

Application Title: Job Center

Recommended Award: $28,000

Abstract:

Through the use of 8% funds, Southwest Wisconsin Technical College was to continue as an active partner in the Job Center concept with Job Service and the Southwest Wisconsin Private Industry Council. The Job Center was to provide a single contact point for job seekers and employers seeking services from employment and training programs by integrating intake, assessment and placement functions while allowing each agency to achieve its individual mission and goals. Eight percent funds were to be used to staff this office with a full-time employee. The Job Center Specialist is responsible for all Job Center intake functions and promote employment and training programs designed for JTPA participants.

Participants Enrolled: 160

Participants Terminated: 84

Entered Employment: 65

Average Wage at Placement: $5.94

****

Applicant: Blackhawk VTAE District

Application Title: Green County Job Center

Recommended Award: $7,000

Abstract:

Blackhawk Technical College continued its partnership in the Green County Job Center by providing in-depth aptitude, interest, and ability testing to 100 JTPA certified Job Center applicants.

Participants Enrolled: 78

Participants Terminated: 78

Entered Employment: 1

Average Wage at Placement: $3.65

****

Applicant: Gateway VTAE District

Application Title: Kenosha Job Center

Recommended Award: $20,000

Abstract:

Gateway Technical College would provide classroom instruction to 75 JTPA eligible participants recruited through the Kenosha Job Center. The training provided included nursing assistant, word processing, home health care, entry-level clerical and pre-technical training. Fifty-four of the participants would be placed in jobs.

Participants Enrolled: 51

Participants Terminated: 11

Entered Employment: 2

Average Wage at Placement: $7.75

****

Applicant: Fox Valley VTAE District

Application Title: 8% Job Center

Recommended Award: $34,939

Abstract:

Fox Valley Technical College sought JTPA 8% funds to provide assessment, career planning, basic skills, and/or occupational classroom training to thirty (30) eligible participants who have been identified in need of such services through The Coordinated Employment Partnership (TCEP). A part-time staff person was to assist clients throughout the referral and training process so that by June 30, 1990, fifteen would have found unsubsidized employment and eleven would have been enrolled in classroom training activities.

Participants Enrolled: 5

Participants Terminated: 0

Entered Employment: 0

Average Wage at Placement: $-0-

****

Applicant: Mid-State VTAE District

Application Title: Central Wisconsin Job Center/Coordination of Case Management Activities

Recommended Award: $33,393

Abstract:

The purpose of this grant was to provide a Case Manager to coordinate Job Center activities in Adams, Marquette and Waushara counties. A total of 100 participants were to be enrolled into the Job Center Case Management System. The Case Manager would provide assessment and employability counseling to Job Center participants, as well as coordinate monthly Case Management meetings in each county. Participant progress would be monitored by the Case Manager and Case Management group made up of JTPA and non-JTPA program operators. Efficient provision of services for Job Center participants would be the result of this Job Center Case Management effort.

Participants Enrolled: 134

Participants Terminated: 69

Entered Employment: 47

Average Wage at Placement: $5.76

****

Applicant: North Central VTAE District

Application Title: Marathon County Job Center

Recommended Award: $20,000

Abstract:

The purpose of this project was to apply for funding for assessment and counseling to be provided primarily to JTPA eligible youth/adults who were residents of SDA #6, Marathon County. This assessment and counseling project was linked directly with the newly funded Job Center in SDA #6 and provided the initial steps toward providing assessment and counseling to all participants who were enrolled in the Job Center. The assessment instruments used in this three phase approach are: 1) General Aptitude Test Battery (GATB), Test of Adult Basic Education (TABE); 2) Wisconsin Career Information Service (WCIS), Career Assessment Inventory (CAI); and 3) Talent Assessment Program (TAP). The counseling was to be group/individual and was to cover assessment results.

Participants Enrolled: 83

Participants Terminated: 2

Entered Employment: 2

Average Wage at Placement: $6.33

****

Applicant: Wisconsin Indianhead VTAE District

Application Title: Sawyer County Job Center

Recommended Award: $34,921

Abstract:

This special demonstration project supported the learning services component of the Job Center model development. The Job Center models were to demonstrate the effectiveness of combining multiple employment and training programs to improve access for employers and job seekers alike. The learning services were to include career and basic skills assessment, basic skills education, pre-occupational and occupational training and generally enhance access to Wisconsin Indianhead Technical College programming through the Job Center. Two hundred persons were projected to receive initial assessment services with fifty persons receiving comprehensive Learning Center services.

Participants Enrolled: 69

Participants Terminated: 55

Entered Employment: 16

Average Wage at Placement: $4.41

Wisconsin Board of Vocational, Technical and Adult Education
310 Price Place, P.O. Box 7874
Madison, WI 53707

Dwight A. York, State Director

Job Training Plan for
8% Education & Coordination Grants

Section II C
Program Plan for Statewide Programs

A. Program Abstract

1. Delivery Agency: The Wisconsin Board of Vocational, Technical and Adult Education
   Contact Person: Gerald Chlebowski Phone 608-266-0001
   Address: 310 Price Place, P.O. Box 7874
   Madison, WI 53707

2. Total Funds $976,273.00* Total Participants 1,372*
   *PY 1990 only)

3. Performance Goals

Adults	
Adult Entered Employment Rate	66%
Cost per Entered Employment	$ 1,189.00
Average Wage at Placement	$ 5.25

Youth	
Youth Entered Employment	18%
Youth Employment Enhancement	50%
Positive Term Rate	70%
Cost Per Positive Termination	$ 974.00

4. Program Summary

The Wisconsin Board of Vocational, Technical and Adult Education is the State agency statutorily responsible for the initiation, development, maintenance and supervision of occupational education programs below the baccalaureate level for the state's 16 VTAE districts.

Vocational offerings are designed to prepare persons to enter the labor market, to upgrade occupational skills, and to retrain for new occupations in accordance with personal goals or changing technology. Educational opportunities are grouped into associate degree, vocational diploma, vocational-adult and community service categories.

Wisconsin VTAE District Boards are responsible for operating schools and programs in the system, and constitute the delivery system to meet the needs, interests and abilities of students. To further these purposes, Districts are provided consultation, coordination and support services by the Wisconsin Board of VTAE staff.

Wisconsin is divided into 16 VTAE Districts comprising 46 campuses. Districts have unique demographic, geographic and economic characteristics, and programs are tailored to meet local needs within the program standards of the Board. Each District has an appointed Board composed of nine members who serve three year, staggered terms. Each District Board is composed of three employers, three employees, a school district administrator, and two at-large members. At least two of the nine members must be local elected officials. District Boards are empowered to levy a tax on property, provide for facilities and equipment, contract for instructional services, and appoint a Director who serves as Chief Executive Officer for the District.

Section 107(d) of the Job Training Partnership Act reads: "Appropriate education agencies shall be provided the opportunity to provide educational services, unless the Administrative entity demonstrate that alternative agencies or organizations would be more effective or would have greater potential to enhance the participants' continued occupational and career growth."

Accordingly, the Wisconsin Board of Vocational, Technical and Adult Education's 1990-91 Job Training Plan is directed toward programs and services to meet the employment and training needs of minority youth and females, single female heads of households, rural populations and adults who are deficient in basic skills or in need of assessment, counseling, or skills training. The primary goals for the program are:

- To provide occupational skills training for target populations,
- To implement minority youth initiative programs in areas of the state with high percentages of minority dropouts and non-completers.
- To participate in the State of Wisconsin Job Center Program.

* The Board's 1990-91 program plan will be implemented through specific coordination and program activities. A competitive Request For Proposal process will also be utilized to award JTPA funds to VTAE Districts. However, the 8% Program Plan and Request for Proposal for 1990-91 will be subject to change pending the outcome of Job Training Partnership Act legislation.

B. Program Description

1. Special Population Profile

The primary demographic groups to be served during Program Plan year 90-91 are: youth, with special emphasis on serving minority youth and females; single female heads of households; rural populations; and adults who are deficient in basic skills.

The characteristics of these groups follows. It should be noted that the data on pages 3,4,5,6,9,10,11,12,13 & 14 were taken directly from: Planning Information for Employment, Training & Industrial Development 1987, published by the Labor Market Information Section of the Wisconsin Department of Industry, Labor & Human Relations.

a. Wisconsin Youth Population

Males comprised 50.8 percent of the total State youth population under 25 years of age in 1980. The incidence by sex in the total youth population is similar to the incidence in the following race/ethnic groups:

1980 Wisconsin Youth Population (16-24) by Race and Sex

RACE	MALE	FEMALE
White	51.4%	48.6%
Black	49.4%	50.6%
Hispanic	51.1%	48.9%
Native American	50.1%	49.9%
Asian and Pacific Islander	48.2%	51.8%
Total	50.8%	49.2%

The population in Wisconsin is primarily white, with small minority populations located, for the most part, in the southeast and southcentral areas of the State. The racial/ethnic composition of the total State's youth population was about 150,000 in 1980. The racial/ethnic composition of the total State youth population 0 through 24 years of age in 1980 was:

1980 Wisconsin Youth Population by Race/Ethnic Group

RACE	WISCONSIN POPULATION	WIS. PERCENT
Whites	1,829,273	91.4%
Blacks	103,515	5.2%
Hispanics	38,619	1.9%
Native Americans, Asians and Pacific Islanders	10,375	1.3%

In 1986, there were an estimated 278,000 persons in Wisconsin who were 16 to 19 years old, making up 7.7% of the total civilian population of all persons aged 16 years and older (U.S. Department of Labor, 1987). The 16-to-19-year-olds, as a group, had a labor force participation rate of 63.7% with their 177,000 workers. Their participation rate was slightly lower than the 67% participation rate of all other persons who were age 20 and older. Some 148,000 youth aged 16 to 19 years were employed in 1986, leaving 29,000 unemployed. The 16.3% youth unemployed rate in 1986 was over twice that of the total labor force's unemployment rate of 7.0%. The data below summarizes some key characteristics of Wisconsin's 1986 youth population.

WISCONSIN YOUTH (Ages 16-19) POPULATION BY SEX AND RACE: 1986

(numbers in thousands)

	Civilian Population	Civilian Labor Force	Labor Force Participation Rate	Employment	Unemployment[1] Number	Unemployment[1] Percent
Total	278	177	63.7%	148	29	16.3%
MALE	149	92	61.7%	73	19	20.9%
FEMALE	129	85	66.1%	76	10	11.4%
WHITE	255	166	65.1%	142	24	14.2%
BLACK	17	10	60.5%	5	5	51.5%
HISPANIC	2	1	40.6%	-	1	100.0%

(SOURCE: U.S. Dept. of Labor, Bureau of Labor Statistics, Current Population Survey, Wisconsin, Table 12, 1986.)

1 NOTE: The error ranges for the unemployment rates for youth were as follows: Black = 28.8 to 74.2; Hispanic = 42.2 to 158.8; White = 10.2 to 18.2; and, total youth = 12.2 to 20.4. Due to the small survey sample size and the resulting wide ranges of error rates, caution should be used when interpreting youth unemployment statistics.

According to a minority youth workshop convened by the Division of Employment and Training Policy on April 16, 1987, there is not a single problem for minority youth, but rather a cluster of problems which ultimately inhibit their transition from school to stable employment. For example, dropping out of school, early pregnancies, and low basic skills, while sometimes related, often require different program strategies to resolve. The problems also differ based on the family and school status of the young person, i.e., youth in high school who are supported by their family's income (subsidized or unsubsidized) need different types of assistance than their peers who are out of school supporting themselves and their own children. Problems also vary by ethnic groups, with not all groups experiencing the same problems to the same degree.

Workshop participants acknowledged, and believe it is important for others to recognize as well, that not all minority youth are experiencing serious problems. However, many of those who do tend to be from economically disadvantaged families.

Workshop participants believed that both urban and rural minority youth experience similar problems (e.g., lack of job opportunities, day care, transportation, discrimination), but such problems are magnified in the urban areas because of the concentration of minority populations.

The workshop resulted in the development of a list of barriers which many minority youth face as they mature and seek employment and offered some suggestions for removing those barriers. These lists are:

Barriers to Employment for Minority Youth

- Inability to speak, read, and write the English language (particularly the North American dialect)
- Lack of math skills
- Parenting responsibilities
- Level of maturity (too low)
- Disincentives in the welfare system which discourage working
- Lack of knowledge of the dominant culture
- Faulty expectations of the world of work
- Attitudes - e.g., lack of responsibility for self and others
- Lack of good role models which serve as a positive incentive
- Societal attitudes - the need for immediate gratification*, unequal treatment of minorities which inhibits youth motivation (i.e., why try?)
- Drug and alcohol abuse
- No cultural history/identity taught in schools to give minority youth self-identity and self-esteem
- Racial discrimination
- Society's attitude of the male as the caretaker, regardless of age - this puts pressure on male children in female headed households and sets them up to fail
- Lack of good communication skills

* Discourages youth from setting long-term goals or seeing the value of staying in school

Removing the Barriers

- Provide positive images and role models for minority youth - focus on the successes possible, rather than always talking about the problems - the negativism discourages minority youth from trying to improve.
- Raise both youth and adult expectations about what youth can accomplish.
- Raise the skill levels of youth to meet higher standards - don't lower the standards so the youth can meet them.
- Don't equate success with being or acting "white" - success has no color.
- Teach minority youth how to handle failures so they will learn from them rather than become discouraged.
- Youth need to experience success to reinforce their confidence to succeed. Provide opportunities for them to succeed.
- More education.
- Screen teachers to eliminate bad attitudes and poor skills - provide training on working with minority youth.

b. Females in Wisconsin's Labor Force

Women have played an increasingly important role in the labor force as their share of the labor force rose from 16% in 1900 to 44% in 1986. The labor force consists of all persons 16 years old and over who are either employed or unemployed and actively seeking work. The influx of women into the labor force has resulted in nearly equal labor force participation rates among Black, White, and Hispanic women, with participation rates of 57%, 54% and 49%, respectively.

Of the women in the labor force, 28% who worked in nonagricultural industries held part-time jobs (less than 35 hours a week) in 1985, and over 75% of them were working part time on a voluntary basis. As the number of women in the labor force has increased, so has the number and proportion of women who are unemployed.

In the past fifteen years, more women have entered traditionally male-dominated occupations; however, women continue to constitute a large proportion of workers in traditionally female occupations. These occupations generally offer less pay, less on-the-job training, and less career mobility than traditionally male occupations. In 1986 almost 50% of women were concentrated in clerical and service occupations, while only 7.6% were managers and administrators. Moreover, Wisconsin Women's employment by occupation for 1986 is as follows:

Sales: 12.6%
Managers & Administrators: 7.6%
Professional Technical: 16.7%
Farm: 2.7%
Service: 22%
Laborers (non-farm) 1.8%
Clerical: 26.1%
Craft: 2.5%
Operation: 8%

In 1986, women, on average, earned only 69 cents for every dollar earned by men when both worked year round, full time. The median earnings of year-round full-time workers in 1986 was lowest for Hispanic women and highest for White men.

Women's labor force participation experiences during the recent past in Wisconsin can be summarized by a few key statements:

° More women are entering the labor force and are staying there longer.
° Many women are in the labor force because of economic need, but their salaries are not always meeting this need.
° The occupations and industries that women are entering are still by and large traditional, but more women are moving into non-traditional fields.
° The wage gap still exists and shows no sign of disappearing in the near future.

c. Rural Population: *

Rural populations, experiencing an extreme downturn in the national and state agricultural economics, are still in extreme need. The advent of the 1980's began an era of low commodity prices and devalued land following a time of high inflation, high land and interest rates. The farmers and agribusiness caught in that vise of happenstance are feeling its effects yet.

Effects of these past years on our rural communities are well known and documented with extensive media coverage of stresses caused by foreclosures and bankruptcies. However, because press coverage is a bit lacking today does not mean the problem has subsided or gone away.

Continuing need for financial re-training and re-employment support:

The Research Analyst for farmer assistance programs with the Wisconsin Department of Agriculture provides this information:

° The Farmer Hotline received 90 calls in October this year (1987). There were 75 in 1986. Calls were all inquiries about legal or financial assistance.

° $20,000 of tuition assistance provided by DATCP was used up immediately this year by farmers seeking to upgrade business survival skills through VTAE Farm Training programs. Many farmers commented that the education, though necessary for them, would not have been possible without this help.

° Rural support groups are more active than ever. One support group leader, Sandy Simonson says that the shocking things she is finding are the "rural families needing basic needs; food, clothing, blankets, etc."

° Farm credit advisors, volunteers working through the DATCP are still kept very busy advising, counseling and often times mediating with creditors for farmers.

° A 1986 survey showed that over 25% of Wisconsin farms had debt to asset ratios of over 40% (which is considered to be the barometer of financial solvency and liquidity).

The UW-Madison, Department of Agriculture Economics said this in a January 1987 publication:

° "We expect the current financial stress seen among Wisconsin farmers to continue for several years."

* The above data was provided by William Rockwell, WBVTAE Agriculture Consultant.

d. Levels of Literacy Needs

In 1988, the Wisconsin Board of Vocational, Technical and Adult Education, in an effort to improve its legislated mandate to provide basic skills to Wisconsin adults with low literacy skills, undertook a major study of the state's adult population literacy needs. A task force of thirty-one individuals representing state agencies, VTAE districts, local literacy service providers, business and industry, etc. was appointed to provide oversight and direction to the needs assessment and to prepare recommendations to the Executive and Legislative branches of our state government. The Executive Summary is as follows:

EXECUTIVE SUMMARY

"The Literacy 2000 Task Force, appointed by Dr. Robert P. Sorensen, State Director, Wisconsin Board of Vocational, Technical and Adult Education, with the advice and support of the Executive Branch, was charged with the responsibility of identifying the dimensions of adult illiteracy in Wisconsin and recommending strategies to address that problem. Beginning work in January and continuing through September of 1988, the Literacy 2000 Task Force was composed of thirty-one selected representatives of Wisconsin Public and Private Sectors.

Defining adult literacy as the possession of such skills as reading, writing, speaking and computing necessary to function effectively as individuals, family and community members, citizens, consumers and workers in American society, the Literacy 2000 Task Force discovered 492,720 Wisconsin Residents operating at or below the level of functional illiteracy. An additional 412,720 Wisconsin residents were found to be "at-risk" due to increased demand for higher level basic skills in an Information Age society. Several forces contribute to a greater than 10,000 person annual increase in

this population: (1) the public school dropout rate, (2) the continuing immigration of persons at the functionally illiterate level, (3) the gradual erosion of basic skills levels through lack of application, and (4) the increasing demand for higher level basic skills in an Information Age society.

There are four principal providers of adult literacy education in Wisconsin: (1) two volunteer groups, (2) community based organizations, and (3) the Vocational, Technical and Adult Education System. In 1987, these organizations served a total of 46,517 participants. This represents five percent of the total population in need. Assuming a high school education as the minimal standard for adult literacy, last year 8,644 persons achieved that status, while the population in need grew by more than 10,000 persons.

The Literacy 2000 Task Force recommended the formation of a Wisconsin Literacy Council with a Statewide network of local literacy councils with the goal of achieving universal adult literacy by the year 2000. With appropriate representation of providers of adult literacy education and related public and private groups, the State and local Councils will work toward the objectives of: (1) expanding the level of service, (2) improving effectiveness and efficiency of service, (3) developing improved linkages among providers and related groups, (4) instilling positive attitudes toward lifelong learning, and (5) insuring the availability of adequate support services for participants. Strategies for achieving the goal and objectives are recommended by the Literacy 2000 Task Force."[1]

A summary of the data collected by the Literacy 2000 Task Force reveals the magnitude of adult illiteracy to be as follows:

Totally Functionally Illiterate (Grades 0-4)	50,260	1.64% of Adults
Functionally Illiterate (Grades 5-8)	442,460	14.44% of Adults
"At-Risk" Literate (Grades 9-11)	412,720	13.47% of Adults
TOTAL	905,440	29.55% of Adults

The level of service by service providers is as follows:

VTAE System	40,454
Wisconsin Laubach	1,000
Literacy Volunteers of America	53
Community Based Organizations	5,000
TOTAL	46,507 or 5% of the population in need

[1] The Literacy 2000 Task Force Report, September 1988

e. Wisconsin's Population Eligible for JTPA Title II Programs

1987-1995
(State Totals)

Estimates of Wisconsin's population eligible for JTPA Title II programs are provided below.

	Program Year 1987		1995 Projected	
	Number	Percent	Number	Percent
TOTAL	472,363	100.0%	486,169	100.0%
Male	206,212	43.7%	213,013	43.8%
Female	266,150	56.3%	273,156	56.1%
TOTAL YOUTH	108,482	23.0%	75,377	15.5%
Age 14-15	13,630	2.9%	14,050	2.8%
Age 16-21	94,852	20.1%	61,327	12.6%
Male	54,572	11.6%	36,852	7.5%
Female	53,910	11.4%	38,524	7.9%
TOTAL ADULTS	363,881	77.0%	410,792	84.4%
Age 22-54	333,041	70.5%	373,278	76.7%
Age 55-69	30,841	6.5%	37,514	7.7%
Male	151,640	32.1%	179,931	37.0%
Female	212,241	44.9%	230,860	47.4%
WHITE (NonHispanic)	391,032	82.8%	382,361	78.6%
MINORITY	81,331	17.2%	103,808	21.3%
Black	53,704	11.4%	67,402	13.8%
Hispanic	12,959	2.7%	16,619	3.4%
American Indian, Eskimo	8,509	1.8%	11,848	2.4%
Asian & Other	6,158	1.3%	7,939	1.6%
Handicapped	37,378	7.9%	44,975	9.2%
Displaced Homemakers	37,848	8.0%	69,359	14.2%
School Dropouts (16-69)	68,468	14.5%	109,028	22.4%
AFDC-WEOP, JTPA-Eligible	64,555	13.7%	41,531	8.5%
Teenage Parents	19,046	4.0%	17,127	3.5%
Public Assistance Recipients	161,737	34.2%	--	--
Offenders & Ex-Offenders	31,249	6.6%	11,219	2.3%
Veterans	52,197	11.1%	31,994	6.5%
Vietnam Era Vets	15,320	3.2%	15,046	3.0%
Refugees	19,572	4.1%	14,879	3.0%

SOURCE: DILHR, Division of Employment Training Policy, 1987

Table 1 which follows is a summary of actual 1985 employment, and projected 1995 employment, in each of eight broad occupational groupings. Annual average job openings in each occupational grouping are also calculated, and these openings are attributed to either industry expansion or vacancies due to separations. (These annual average openings show trends, and do not reflect periodic business cycles of other shorter-term economic disruptions.)

Table 2 lists occupations in order of the number of jobs each will contribute annually between 1985 and 1995.

Table 3 provides "Occupations with the most projected yearly job openings in Wisconsin, 1985-1995."

TABLE 1

NON-AGRICULTURAL WAGE AND SALARY EMPLOYMENT
IN WISCONSIN BY OCCUPATIONAL GROUPINGS
1985 PROJECTED TO 1995

OCCUPATION TITLE	ANNUAL AVERAGE EMPLOYMENT 1985	PROJECTED ANNUAL AVERAGE EMPLOYMENT 1995	PROJECTED CHANGE IN EMPLOYMENT 1985-95	PERCENTAGE EMPLOYMENT INCREASE 1985-95	PROJECTED ANNUAL JOB OPENINGS DUE TO GROWTH	DUE TO SEPARATIONS	TOTAL
TOTAL, ALL OCCUPATIONS	1,978,580	2,212,190	233,610	12%	23,390	67,590	90,980
MANAGERIAL & MGT. RELATED OCC.	125,410	142,380	16,970	14%	1,700	5,360	7,060
PROFESSIONAL, PARAPROFESS., TECH.	366,400	423,620	57,220	16%	5,730	10,460	16,190
MANAGEMENT SUPPORT	21,630	26,160	4,530	21%	450	650	1,110
PURCHASING AGENTS AND BUYERS	7,550	8,410	860	11%	90	330	420
PERSONNEL SPEC. AND RELATED	6,620	7,240	620	9%	60	150	210
OTHER MANAGEMENT SUPPORT	12,520	14,200	1,680	13%	170	320	490
ENGINEERS, ARCHITECTS, SURVEY.	35,260	42,190	6,930	20%	700	840	1,540
NATURAL, COMPUTER, MATH SCI.	8,830	9,740	910	10%	90	160	250
COMPUTER AND MATHEMATICAL	13,310	16,190	2,880	22%	290	100	390
SOCIAL SCIENTISTS, RECR, RELIG	19,410	22,640	3,230	17%	330	870	1,200
LAW AND RELATED	7,680	9,330	1,650	21%	170	500	660
TEACHERS, LIBRAR., COUNSELORS	118,690	129,910	11,220	9%	1,120	3,480	4,610
HEALTH PRACTITIONERS, TECHN.	80,500	97,750	17,250	21%	1,730	2,190	3,920
WRITER, ARTIST, ENTER, ATHLETE	15,930	18,650	2,720	17%	270	550	820
OTHER PROFESS. AND TECHNICAL	18,460	21,200	2,740	15%	270	310	590
SALES & RELATED OCCUPATIONS	191,900	221,500	29,600	15%	2,960	8,260	11,220
CLERICAL & ADMIN. SUPPORT OCC.	325,380	351,720	26,340	8%	2,630	10,090	12,730
SERVICE OCCUPATIONS	343,170	396,990	53,820	16%	5,390	14,750	20,140
AGRICULTURE, FORESTRY, FISHING	14,840	16,770	1,930	13%	190	818	1,010
PRODUCTION, OPER., MAINTENANCE	611,490	659,220	47,730	8%	4,790	17,860	22,650

Source: DILHR: Bureau of Labor Market Information

TABLE 2

OCCUPATIONS WITH THE MOST PROJECTED YEARLY JOB OPENINGS
IN WISCONSIN, 1985 THROUGH 1995

PROJECTED STANDARD OCCUPATION CODE	OCCUPATION TITLE	PROJECTED ANNUAL JOB GROWTH	PROJECTED ANNUAL SEPARATIONS	TOTAL ANNUAL OPENINGS
49011261	SALESPERSONS, RETAIL	804	3263	4067
67005376	JANITORS AND CLEANERS, EXC.MAIDS	583	3146	3729
19005016	GENERAL MANAGERS AND TOP EXEC.	668	2292	2960
55347357	GENERAL OFFICE CLERKS	270	1737	2007
49023254	CASHIERS (1)	962	992	1954
55338305	BOOKKEEPING & ACCOUNTING CLERKS	243	1615	1858
65005381	BARTENDERS	541	1283	1824
66008401	NURSING AIDES AND ORDERLIES	539	1266	1805
32502160	REGISTERED NURSES (1)	867	762	1629
65008392	WAITERS AND WAITRESSES	730	609	1339
49021263	STOCK CLERKS, SALES FLOOR	173	1054	1227
65038390	FOOD PREPARATION WORKERS	306	895	1201
49008269	SALES REPS.EXC.SCIENTIF & RETAIL	281	901	1182
67002377	MAIDS AND HOUSEKEEPING CLEANERS	205	873	1078
85132585	MAINTENANCE REPAIRERS, GEN.UTIL.	270	734	1004
31305114	TEACHERS, ELEMENTARY	242	703	945
97102843	TRUCK DRIVERS, HEAVY	217	711	928
63047453	GUARDS AND WATCH GUARDS	102	771	873
21114025	ACCOUNTANTS AND AUDITORS (1)	346	438	784
31308117	TEACHERS, SECONDARY SCHOOL	182	601	783
79014474	GARDENERS AND GROUNDSKEEPERS	127	574	701
65026384	COOKS, RESTAURANT	213	471	684
97105842	TRUCK DRIVERS, LIGHT	194	480	674
81008502	FIRST LINE SUPERV.: PRODUCTION	103	564	667
51002369	FIRST LINE SUPERVISORS, CLERICAL	189	428	617
98902905	HAND PACKERS AND PACKAGERS	150	467	617
41002268	FIRST LINE SUPERVISORS, SALES	148	440	588
87102512	CARPENTERS	111	465	576
65041389	COMB. FOOD PREPARATION, SERVICE	114	442	556
13002015	FINANCIAL MANAGERS	179	365	544
65032387	COOKS, SPECIALTY FAST FOOD	120	408	528
97111838	BUS DRIVERS, SCHOOL	94	431	525
32102159	PHYSICIANS AND SURGEONS	115	399	514
27505101	DIRECTORS,RELIG. ACTIV./EDUC.(1)	92	410	503
68005412	HAIRDRESSERS AND COSMETOLOGISTS	226	274	500

Note: (1) Denotes occurrence in both Tables 2 and 3.

(SOURCE: WIS DILHR, Bureau of Labor Market Information, 1987)

TABLE 2

OCCUPATIONS WITH THE GREATEST PROJECTED PERCENTAGE INCREASE IN EMPLOYMENT IN WISCONSIN, 1985 THROUGH 1995

STANDARD OCCUPATION CODE	OCCUPATION TITLE	PROJECTED % INCREASE IN NO. OF JOBS 1985-95	PROJECTED ANNUAL JOB GROWTH	PROJECTED ANNUAL SEPARATIONS	PROJECTED TOTAL ANNUAL OPENINGS
28305235	PARALEGAL PERSONNEL	48%	329	43	76
25313084	ACTUARIES	43%	113	1	12
22126055	ELECTRICAL & ELECTRONIC ENGINEER	35%	1201	91	211
66005399	MEDICAL ASSISTANTS	35%	773	55	132
25102076	COMPUTER SYSTEMS ANALYSTS, EDP	34%	1414	19	160
24511221	PETROLEUM TECHNICIANS & TECHNOL.	33%	1	0	0
32502160	REGISTERED NURSES (1)	31%	8665	762	1629
56021356	DATA ENTRY KEYERS, COMPOSING	30%	179	7	25
22505213	ELECTRICAL & ELECTRONIC TECHNS.	30%	1035	43	147
85705568	DATA PROCESSING EQUIP. REPAIRERS	30%	182	4	22
32911202	MEDICAL RECORDS TECHN.& TECHNOL.	29%	295	28	58
32926195	ELECTROCARDIOGRAPH TECHNICIANS	29%	78	5	13
32923196	ELECTROENCEPHALOGRAPH TECHN.	27%	28	2	5
32114169	VETERINARIANS, VET. INSPECTORS	27%	87	16	25
68021421	USHERS, LOBBY ATT., TICKET TAKER	26%	146	8	23
32305162	OCCUPATIONAL THERAPISTS	26%	156	13	29
34035171	ARTISTS AND COMMERCIAL ARTISTS	26%	285	36	65
32308163	PHYSICAL THERAPISTS	26%	253	12	37
32928207	SURGICAL TECHNICIANS	26%	235	16	40
49023254	CASHIERS (1)	26%	9617	992	1954
27505101	DIRECTORS,RELIG. ACT./EDUC. (1)	25%	925	410	503
34008183	PUBLIC RELATIONS SPECIALISTS	25%	440	68	112
32302165	RESPIRATORY THERAPISTS	25%	222	4	26
24311081	MEDICAL SCIENTISTS	25%	40	1	5
95014824	PETROLEUM REFINERY OPERATORS	25%	2	0	0
87921551	ROUSTABOUTS	25%	1	0	0
91505689	COMBINATION MACH.TOOL SET/OP,M/P	25%	408	36	77
63017430	CORRECTION OFFICERS AND JAILERS	24%	589	53	112
21114025	ACCOUNTANTS AND AUDITORS	24%	3460	438	784
28108110	LAWYERS	24%	1126	308	421
32108155	OPTOMETRISTS	23%	98	35	45
89921675	DENTAL LABORATORY TECHNICIANS	23%	262	32	58
91508688	COMBINATION MACH.TOOL OPER., M/P	23%	218	21	43
91502686	NUMERICAL CONTROL MACH.TOOL, M/P	23%	456	61	107
79017473	ANIMAL CARETAKERS, EXCEPT FARM	22%	145	14	29

(1) Denotes occurrence in both Tables 2 and 3.

(Source: WIS DILHR, Bureau of Labor Market Information, 1987)

2. Program Purpose

The primary focus of the Wisconsin Board of VTAE 8% Education and Coordination Grant funds is to provide education and training programs and services for economically disadvantaged individuals. Twenty percent of the eight percent funds will be used for coordination purposes and the remaining eighty percent of the funds will be used for training purposes. An overview of the planned use of 20% and 80% funds during the 1990-91 Program Plan period follows.

20% Coordination Funds

During the 1990-91 Program Planning Period, the Wisconsin Board of Vocational, Technical and Adult Education (VTAE) system will be an active partner with the Wisconsin Job Council (WJC), Division of Employment and Training Policy (DETP), and other state agencies, local Service Delivery Areas (SDA)/Private Industry Councils (PIC's), local elected officials, Tribal governments, and other local education agencies, community based organizations, and local business and industry in providing cost-effective training and training related services to eligible Wisconsin citizens to prepare them for stable and well-paid employment.

In addition to coordination among service providers, 8% funds will also be used to enhance coordination among funding sources. For example, the Carl Perkins Vocational Education Act mandates coordination. The Adult Education Act and Sex Equity legislation are other established funding sources whose mission is to serve persons who require assistance in order to become economically independent citizens.

Program and service coordination will occur with Job Centers, emphasizing the system's role in the provision of basic skills assessment, vocational counseling and occupational skills training for participants.

Moreover, eight percent funds will be leveraged with local, state, and federal funds to provide long term training for high need youth and adults.

JTPA staff will assess the effectiveness of projects to determine whether successful projects could be modeled by other districts.

80% - Training Funds

The Wisconsin Board of VTAE has identified three primary 80% program priority areas for 1990-91. A description of each priority area is listed below:

Priority 1: Skills Training Program for Target Populations

Focus: This priority area will focus upon occupational training for minorities, single female heads of households, and rural populations. Long term training for high need adults as well as linkages with economic development and flexible programming will be stressed.

Rationale: To expand and improve upon job opportunities for minorities, single female heads of households, and rural populations.

Priority 2: Minority Youth Initiative Program

Focus: Minority Youth Initiative Programs will be funded for areas of the state with high percentages of minority dropouts and non-completers.

Rationale: To encourage enrollment of minority youth dropouts and non-completers into educational programs providing basic skills instruction leading to occupational training.

Priority 3: Job Centers

Focus: Special demonstration projects will be funded to provide basic skills, assessment, counseling, and/or occupational skills training programs in planned coordination with Job Centers.

Rationale: To enable VTAE districts to participate in the State of Wisconsin Job Center Program.

3. Goals and Objectives

The Wisconsin Board of VTAE's 1990-91 JTPA program goals and objectives are described below.

GOAL #1: WBVTAE JTPA Staff

The Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) will enhance its efforts to coordinate and direct available state and federal financial resources including Carl Perkins Vocational Education Act, Adult Education Act, and Job Training Partnership (JTPA) funds.

Objective A: The WBVTAE JTPA staff will meet with Department of Public Instruction (DPI) JTPA staff to identify opportunities for coordination of efforts to serve disadvantaged youth.

Accountability Determination: Joint planning meetings will be held to plan 8% Program Plan development activities; arrange joint round table discussions; identify state called meeting agenda items and arrange joint public hearings on the plan.

JTPA staff will also participate in the development of the Multi-Cultural Youth Conference and Transition Conference for persons with disabilities.

Objective B: WBVTAE JTPA staff will meet with DETP at least quarterly to provide progress reports and enhance coordination efforts.

Accountability Determiniation: Meetings will result in the identification of policies, practices and procedural issues requiring resolution. Strategies and plans will be developed to implement administrative and/or program issues resolved.

Objective C: WBVTAE JTPA staff will participate in intra-agency meetings relating to the planning, coordination and monitoring of all agency funding sources. The section chief will serve on the interagency coordinating committee. Eight percent professional staff will also be appointed to assist

DETP and other agencies with the implementation of the JTPA Coordination Criteria and Objectives.

Accountability Determination: Planning meetings will result in the prevention of unnecessary duplication of services among funding sources such as VEA, ABE, and JTPA.

RFP Guideline development and administration will be coordinated. Interagency communications will be strengthened.

GOAL #2: Occupational skills training programs for target populations.

Objective A: The WBVTAE will fund projects to provide occupational skills training for minorities, single female heads of households, and rural populations. Long term training for high need adults, economic development linkages.

Accountability Determination: Approximately 350 participants will be provided occupational skill training with the expectation of placement of 210 in training related jobs at a cost of approximately $1,234 per placement.

Objective B: When developing skill specific training programs for JTPA clients, the district will utilize established advisory committees or create an appropriate advisory committee if none exists. These committees are made up of both employers and employees incumbent to the occupation for which the training program is being designed. Participation by these committees insures accuracy of curriculum and correlation to local needs.

Accountability Determination: Advisory Committee Meeting Minutes attached to WBVTAE Program Approval forms.

Objective C: All VTAE programs will be surveyed to determine which courses and programs could be considered as multiple entry/exit dates for JTPA 8% program participants.

Accountability Determination: Programs with multiple entry/exit dates will be identified.

GOAL #3: Minority Youth Initiative Programs

Objective A: Minority Youth Initiative programs will be funded in areas of the state with high percentages of minority dropouts and non-completers. The Wisconsin Youth Initiative program will be promoted as a model program.

Accountability Determination: It is expected that 500 minority youth will be enrolled in basic skills programs with 300 gaining employment enhancement skills and 350 transferring to occupational skills training or employment upon completion of training. The cost per positive termination will be approximately $857 in JTPA funds.

GOAL #4: Job Centers

Objective A: $200,000 in special demonstration projects will be funded to provide basic skills, assessment, counseling and/or occupational skills training programs in planned coordination with Job Centers.

Accountability Determination: At least 400 participants will be provided services at a cost of $500 per participant. The anticipated cost per placement is $1,000.

GOAL #5: SDA and District Coordination

The WBVTAE will work closely with local SDA's and VTAE Districts to enhance coordination and cooperation in the provision of training and services to eligible participants.

Objective A: Participant support services to include transportation and child care should be included in projects where necessary to insure client participation.

Accountability Determination: Justification for not including these services must be part of the project proposal.

Objective B: Districts will develop training projects with 8% funds which demonstrate coordination with PIC's, private business, other agencies and other sources of funds in order to maximize the use of available resources.

Accountability Determination: All project funds are subject to existing coordination agreements. The RFP Guidelines will include this requirement as well. After projects are approved for funding, districts will be required to meet with PIC's annually to report on funded project progress.

Objective C: Eight percent professional staff will meet with each District's project staff to identify ways for districts to become involved in the development of Local Area Coordination Plans. This will also be a topic of state-called meetings for JTPA supervisors and coordinators. The Wisconsin Board of Vocational, Technical and Adult Education will support WJC coordination effort with six state agencies and their local counterparts.

Accountability Determination: A meeting will be held with staff in each District to review the role of Districts in Local Area Coordination Plans. Local plans will be reviewed by JTPA 8% consultants. Information will be forwarded to local VTAE districts regarding planning guidelines and expectations.

4. Coordination Criteria and Other Strategies

a. The following information provides the Governor's 1990-91 JTPA Objectives and Coordination Criteria as applied to the Wisconsin Board of VTAE and the VTAE System. The WBVTAE will cooperate fully in implementing the criteria and will submit a more complete description by April 1, 1990.

Goal 1 - Collaboration

Objective 1: By June 30, 1992, the Department of Industry, Labor and Human Relations (DILHR) and Private Industry Councils (PIC) will provide

leadership in conjunction with the Department of Health and Social Services (DHSS), Department of Public Instruction (DPI) and Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) in developing options for accessing, sharing and utilizing participant information for the purpose of providing efficient and comprehensive administrative information to manage the Job Training Partnership Act (JTPA) and related employment and training programs.

Participate in Job Council Coordination/Collaboration activities.

The Wisconsin Board of Vocational, Technical and Adult Education and staff will fully participate in WJC Coordination activities and participate in interagency collaborative team activities.

Goal 2 - Hard-To-Employ Youth and Adults

Coordination Criterion 9: By July 1, 1991, DETP will, with Job Service, DHSS, DPI and WBVTAE develop common definitions to standardize eligibility across programs for the following:

- at-risk youth, including locally defined at-risk youth
- displaced homemaker
- handicapped
- multicultural/minority
- drop-in youth

Where necessary, state agencies will advocate common definitions with federal program staff. Where state prerogative rules, maximum discretion will be exercised.

The Wisconsin Board of Vocational, Technical and Adult Education will use standardized State and Federal definitions that exist for the above populations and work with their appropriate agencies to develop definitions for others.

Coordination Criterion 10: If a grantee fails to serve one of the above groups in accordance with its incidence in the JTPA-eligible population during the previous program year, the grantees subsequent Job Training Plan application, or modification shall include strategies for participant outreach, recruitment, referral, and follow-up methods to correct the deficient service level.

Required EPS levels will be included in the grant award letters sent to the Districts for each funded project. The service to older workers will be a topic at the annual state-called meeting for JTPA coordinators and supervisors. WBVTAE will request technical assistance from DETP in serving older workers. If carryover dollars are available, an older worker project may be solicited to meet EPS levels statewide.

Objective 6: By July 1, 1991, DETP and all grantees will implement policies to encourage more intensive service to hard-to-employ youth and adults.

The JTPA 8% RFP will target single female heads of household, rural populations, and minority youth.

Wisconsin Board of Vocational, Technical and Adult Education will provide statewide leadership in commissions, studies reports and policies relating to hard to employ populations.

Coordination Criterion 12: By April 1, 1991, all grantees will report to DETP actions they have taken to implement a case management system to support more intensive services to the hard-to-employ.

Job Center participants will be encouraged to implement a case management process for clients. District project managers will be encouraged to provide services that will encourage and assist successful completion of program objectives in JTPA 8% projects.

Coordination Criterion 13: By December, 1991, DETP, in cooperation with DPI, WBVTAE, DHSS and Job Service, will develop and distribute a technical assistance guide describing model programs to improve services to the hard-to-employ.

VTAE staff will participate and assist appropriate agencies in the development of model programs such as Job Centers and other project activities.

Coordination Criterion 15: By January 1, 1991, DETP, in cooperation with JTPA grantees, will work with the Department of Veterans Affairs to coordinate services to veterans in JTPA programs with other education employment and training programs for veterans.

VTAE will cooperate with DETP to provide services to JTPA eligible veterans in VTAE programs.

Coordination Criterion 16: PICs and Education for Employment/Children At-Risk plans/programs will coordinate their programs in local school districts.

VTAE will cooperate and coordinate appropriate education for employment/at risk programs on a project and contract basis with secondary schools and the DPI. No VTAE 8% funds are targeted for at-risk programs.

Coordination Criterion 17: DPI will develop a statewide youth policy on assessment and an assessment system in conjunction with DETP, WBVTAE and SDAs.

VTAE will cooperate with DPI and DETP in their efforts to develop youth policy on assessment and an assessment system.

Coordination Criterion 18: DETP will develop youth policy on eligibility determination in conjunction with DPI, DHSS, WBVTAE and SDAs based on new federal legislation.

Wisconsin Board of Vocational, Technical and Adult Education will assist appropriate agencies in the development of youth policy on eligibility determination.

Goal 3 - Training Strategies: Basic Skills, Occupational Training and Retraining

Objective 7: Youth initiative projects will be a priority area for JTPA 8% funds.

Objective 8: By January 1, 1991, all grantees in conjunction with area education employment and training agencies will develop a local operational definition of basic skills that responds to the definition in the Governor's Employment and Training Policy.

We will encourage the use of definitions already available. We will also utilize ABE staff in the development of policies and will promote definitions statewide through the VTAE districts.

Objective 9: By January 1, 1992, an employment competency assessment system for all JTPA participants will be implemented by all grantees and will be coordinated with Private Industry Councils.

An employment competency assessment system will be implemented in appropriate projects utilizing information from the Governor's Commisson for a Quality Workforce when available.

Coordination Criterion 19: By July 1, 1991, DETP, WBVTAE, DPI and DHSS will jointly develop model basic skill competencies.

Wisconsin Board of Vocational, Technical and Adult Education staff will cooperate with appropriate state agencies in the development of model basic skill competencies.

Objective 10: Beginning July 1, 1990, each grantee will implement programs which result in an annual average adult wage at placement which at least equals the grantee's prior year's annual average adult wage at placement (adjusted for the consumer price index increase).

1991-92 RFP Guidelines will include this as a project outcome.

Coordination Criterion 21: Each grantee's Job Training Plan or proposal will include the proposed system to identify specific occupations for which training will be provided and the entry level wage for each occupation.

The 8% program plan will reflect labor market needs. Eight percent grant proposals will be designed to meet local labor market needs.

All occupational skill programs will be designed to meet specific occupational needs.

Goal 4 - Public/Private Partnerships

Coordination Criterion 24: By January 1, 1991, all grantees will include an adequate analysis of labor market and occupational demand information as a review criterion in all proposal solicitation processes.

Any adequate analysis of labor market and occupational demand information will be included in the needs statement in JTPA RFP Guidelines.

Objective 13: Grantees will work with area businesses, industry and labor organizations to define their role in local education, employment and training activities.

The coordination section of 8% proposals will require a description of coordination efforts with area business, industry, and labor organizations when appropriate.

The Commission for a Quality Workforce will provide additional areas to focus future activities.

b. Each VTAE district and the Wisconsin Board of Vocational, Technical and Adult Education has a Coordination Agreement with each SDA Administrative Entity. This agreement **requires** that local PIC(s) be invited to jointly plan activities to be submitted for JTPA 8% funding. To be considered for funding, applications must include a copy of all planning meeting minutes. **Planning meetings are to be initiated prior to January 30, 1990.**

In addition, all applications for JTPA 8% funds must be submitted to the PIC(s) for thirty (30) days of review and comment. A copy of the application transmittal letter as well as a copy of any comments and the applicant's response to the PIC comment must be attached to the application.

c. VTAE districts must notify all potential applicants of the availability of JTPA 8% funds prior to conducting local planning meetings for use of these funds. Potential applicants include Private Industry Councils, Community-Based Organizations, business and industries, etc. Acceptable methods of notification include newspaper ads, mailings, meetings, and public announcements. All applications must include a dated copy of the Notice of Availability of Funds. **Failure to provide timely notification to sub-grantees will disqualify district JTPA 8% applications for WBVTAE funding consideration.**

A sub-grant recipient shall be considered a delegate agency of the VTAE district in which they are located and providing training or services with JTPA 8% funds. All sub-grants will be administered through a VTAE district. All sub-grant agreements must be in writing. VTAE district concurrence with the intent and purpose of the application is required. As a result, joint planning and coordinated applications is required.

Districts submitting applications on behalf of delegate agencies must abide by the following sub-grant requirements:

- VTAE districts are responsible for providing technical assistance and monitoring delegate agency sub-grants, including fiscal and participant accountability.

- A portion of the delegate agency sub-grant funds may be retained by the VTAE district for fiscal and monitoring costs. These costs must be detailed in the application.

d. The WBVTAE 8% program will be coordinated with agencies serving target groups. See page 15 - 20% Coordination Funds section for coordination activities. The 1990-91 8% RFP Guidelines will also contain requirements regarding local coordination activities.

e. See Attachment 7.

f. See Attachment 8.

5. Program Services

A. The Program Activities Chart is included as Attachment 1.

B. Local districts have a number of methods to determine the demand occupations in their area. Such methods include:

- Established reputations for serving the needs of business and industry often bring unsolicited requests from business to provide training services.
- Close contact with a wide variety of occupational advisory committees whose membership includes representation from local businesses.
- Membership on the local Private Industry Council:
  - District Boards
  - Active Economic Development personnel in each district work closely with business and industry
- Utilization of LMI data produced at DILHR.

The methods used and data obtained must be documented in the project proposal applications submitted for 8% funds.

C. Planning estimates related to length of enrollment and cost per participant are determined by the nature of each project proposal.

D. For an explanation of VTAE efforts regarding target groups, please refer to pages 17-18, Goals #2 through 4 and corresponding objectives.

E. Youth Employment Competencies may be accepted for youth terminations. In order for an 8% project to use such terminations, the youth employment competencies of the PIC where the participant resides shall apply.

6. Waivers:

No waivers are requested.

7. Equitable Provision of Services:

Please refer to the Demographic Chart (Attachment 2).

8. Program Planning Summary: (Attachment 3).

9. Public Hearing Documentation:

a. Hearing Announcement:
   - See Attachment 4
   - The hearing notice was mailed to those listed on the information notice.

b. Written Testimony:
   - See Attachment 5

c. Oral Testimony Summary:
   - See Attachment 6

d. Concerns Raised about the Plan:
   - Two persons attended the hearing; one project manager from Milwaukee Area Technical College and one person from the Division of Corrections. The Division of Corrections representative raised the following conerns:

   - Inclusion of ex-offenders as a target group.

   - Inclusion of a set-aside for ex-offender scholarships for VTAE college training.

Response

   - It is currently possible for the DOC to sub-contract with a VTAE district to serve ex-offenders through the proposed plan and RFP process. Therefore, it is not necessary to modify the proposed plan to include this population.

   - Due to limited 8% funds for the VTAE system, it is not possible for set-aside scholarships for ex-offenders.

Attachments

1. Program Activities Chart
2. Demographic Chart
3. Program Planning Summary
4. Public Hearing Notice
5. Public Hearing - Written Comments
6. Public Hearing - Oral Testimony Summary
7. Example - Written Agreement Between SDA and VTAE District
8. Example - Written Agreement Between WBVTAE and SDA
9. Funding Allocation for Priority Areas
10. Match Funds

Attachment 1

PROGRAM ACTIVITIES CHART

Program Activity	% of Total Funds	# Participants	Major Components	Support Services
1990				
Classroom Training	43%	350	Occupational Skills Training	*
Classroom Training - Other	47%	500	Basic Skills Training	*
Other	10%	400	Assessments/Counseling	*
1991				
Classroom Training	43%	350	Occupational Skills Training	*
Classroom Training - Other	47%	500	Basic Skills Training	*
Other	10%	400	Assessments/Counseling	*

* All projects may provide participant support services such as child care and transportation.

1990 SYP Demographic Chart

Target Groups	Planned Service Level
*Females	60.0%
*Minorities	30.0%
*Handicapped	7.9%
High School Dropouts/Non-attenders Age 14-15	30.0%
Others (specify)	
Older Workers	4.5%
AFDC/WEOP	20.0%

*Must be served at or above incidence level in eligible population.

Provide justification if a waiver to a required service level is being requested:

Attachment 3

Eight Percent Youth Program Planning Summary

Grantee Name: Wisconsin Board of Vocational, Technical and Adult Education 20% Funds

For PY 90 through PY 91 Modification # _____(Enter 0 if original plan)

	Sep 30	Dec 31	Mar 31	Jun 30	Sep 30	Dec 31	Mar 31	Jun 3
TOTAL EXPENDITURES	38,537	77,074	115,611	154,148	34,683	69,367	104,050	138,733
Administration	38,537	77,074	115,611	154,148				138,733
Participant Support	--	--	--	--				--
Training	--	--	--	--				--
TOTAL ENROLLMENTS	NA							
TOTAL TERMINATIONS	NA							
Entered Employment	NA							
Employability Enhancements	NA							
Positive Terminations	NA							

Program Activity	% of Funds	# of Participants	Service Provider	Supportive Services Provided
	20% Funds			
	Second year assumes 10% decrease			

Attachment 3

Eight Percent Youth Program Planning Summary

Grantee Name: Wisconsin Board of Vocational, Technical and Adult Education 80% Funds

For PY 90 through PY 91 Modification # 0 *(Enter 0 if original plan)*

	Sep 30	Dec 31	Mar 31	Jun 30	Sep 30	Dec 31	Mar 31	Jun 30
TOTAL EXPENDITURES	75,000	150,000	225,000	300,000	67,500	135,000	202,500	270,000
Administration	7,500	15,000	22,500	30,000				27,000
Participant Support	250	500	750	1,000				900
Training	67,250	134,500	201,750	269,999				242,100
TOTAL ENROLLMENTS	300	389	466	510	270	350	419	459
TOTAL TERMINATIONS	25	58	106	435	23	52	95	
Entered Employment	12	14	44	79				
Employability Enhancements	13	33	31	229				206
Positive Terminations	25	47	75	308				277

Program Activity	% of Funds	# of Participants	Service Provider	Supportive Services Provided

Second year assumes 10% decrease -- both fiscal and participants

Attachment 3

Eight Percent Adult Program Planning Summary

Grantee Name: Wisconsin Board of Vocational, Technical and Adult Education

80% Funds

For PY 90 through PY 91 Modification # _____ (Enter 0 if original plan)

	Sep 30	Dec 31	Mar 31	Jun 30	Sep 30	Dec 31	Mar 31	Jun 30
TOTAL EXPENDITURES	80,302	212,870	370,917	522,125	70,487	187,964	328,938	469,912
Administration	8,030	21,287	37,092	52,213				46,992
Participant Support	5,621	14,900	25,964	36,548				32,893
Training	66,651	176,683	307,861	433,364				390,027
TOTAL ENROLLMENTS	560	647	728	862	504	582	655	776
TOTAL TERMINATIONS	64	154	287	670	58	139	258	69
Entered Employment	40	123	230	439				395
Other Terminations	24	31	57	231				303
Reserved								

Program Activity	% of Funds	# of Participants	Service Provider	Supportive Services Provided

- Second year assumes 10% decrease in allocation.

- Second year based on 20% reduction because youth allocation remains the same and no carryover funds in plan. Number base is current year actual.

Wisconsin Board of Vocational Technical and Adult Education

Vital To America's Economy

Attachment 4

Information: 90-42

Information

Date: October 13, 1989

Reference: 1990-91 JTPA Program Plan - Public Hearing

Subject: 1990-91 JTPA 8% Program Plan

Contact: Darl Drummond, Education Consultant, (608) 266-0790

Distribution: District Directors
JTPA Coordinators/Supervisors
Research & Development Administrators
Division of Employment and Training
Department of Public Instruction - JTPA Section
Division of Corrections
SDA Executive Directors
Information Distribution List

The Wisconsin Board of Vocational, Technical and Adult Education (WBVTAE) and the Department of Public Instruction (DPI) are holding a joint public hearing on the JTPA 8% Two-Year State Plan for both agencies. The hearing will be held in Madison at the WBVTAE offices, 310 Price Place, in the Board Room. The meeting date is Thursday, October 26, 1989, 1:30 p.m. until 2:30 p.m.

The hearing will be conducted in order to provide all segments of the public and interested organizations and groups an opportunity to present their views and make recommendations regarding the Plans. Copies of the Plans will be available at the hearing.

Written comments regarding the Plans should be submitted to the State Board of Vocational, Technical and Adult Education, JTPA Section, 310 Price Place, Madison, 53707, or the Department of Public Instruction, Bureau for Vocational Education, P.O. Box 7841, Madison, 53707, by 4:30 p.m. on October 31, 1989.

Dwight A. York

Dwight A. York
State Director

DAY:HJG
305/Ifr/04

310 Price Place P.O. Box 7874 Madison, WI 53707 608-266-1207

PUBLIC HEARING - WRITTEN TESTIMONY

See attached letter from Roger Lambert, regarding utilization of the Wisconsin Career Information System.

Attachment 5

Wisconsin Career Information System

1078 Educational Sciences Unit I
1025 West Johnson Street
Madison, Wisconsin 53706
(608)263-2725

"Your Full Spectrum of Career Resources for Wisconsin"

MEMORANDUM

TO: Joyce Hawthorne

FROM: Roger Lambert, WCIS

RE: Utilization of the Wisconsin Career Information System Resources in JTPA 8% Projects

DATE: August 29, 1989

In view of the JTPA 8% priorities I would like to suggest that the 1990-91 plan require service providers to utilize the resources of the Wisconsin Career Information System (WCIS). First of all, WCIS is the official Wisconsin career system. It is housed by legislative mandate of the University of Wisconsin-Madison but operates as a consortium of state agencies including VTAE, DILHR, HSS, DPI and local entities such as public schools, VTAE districts, Job Service offices, Job Centers, and JTPA offices.

WCIS provides comprehensive regional, state and national labor market information, occupational assessment, career decision making, job hunting, and other related resources for elementary, middle, high school, and adult persons. Resources are available in print, on computer, and through video. A newsprint flyer describes these resources in detail and is attached. Also attached are several materials which link WCIS resources to developmental guidance and education for employment for students and adults.

Since these resources have been developed to serve Wisconsin, I would strongly recommend that the JTPA 8% plan require their use in working with students or adults in areas of career information, career assessment, job hunting and employability skills. Most schools, VTAE's, Job Service offices and others working with JTPA students or clients have WCIS available. Integrating WCIS into the plan would assure that the eligible clients were provided with these resources and services.

Thanks for your consideration of this request. A copy of our recently completed evaluation study is attached for your information. If you have any questions, please feel free to call. Best wishes.

RECEIVED
SEP 01 1989

Enclosures

PUBLIC HEARING

Oral Testimony Summary

- Two persons attended the hearing; one project manager from Milwaukee Area Technical College and one person from the Division of Corrections. The Division of Corrections representative raised the following conerns:
  - Inclusion of ex-offenders as a target group.
  - Inclusion of a set-aside for ex-offender scholarships for VTAE college training.

Response

- It is currently possible for the DOC to sub-contract with a VTAE district to serve ex-offenders through the proposed plan and RFP process. Therefore, it is not necessary to modify the proposed plan to include this population.
- Due to limited 8% funds for the VTAE system, it is not possible for set-aside scholarships for ex-offenders.

Public Hearing Summary

The public hearing for the Job Training Partnership Act 8% setaside for Education and Coordination Grants was called to order by Wayne Sherry at 1:30 p.m. on October 26, 1989 at the SBVTAE office at 310 Price Place. This hearing was held in regard to the plan for the 1990 and 1991 program years and represents a joint plan between the DPI and WBVTAE.

Persons attending:

Darl Drummond, Wisconsin Board of Vocational, Technical and Adult Education
Wayne Sherry, Wisconsin Department of Public Instruction
Ernie Cooney, Wisconsin Department of Public Instruction
Joyce Hawthorne, Wisconsin Department of Industry, Labor and Human Relations
Robert Hable, Division of Corrections, Wisconsin Department of Health and Social Services
Jose Diaz, Milwaukee Area Technical College

Darl Drummond provided a brief overview of the changes in the plan being submitted from the Wisconsin Board of Vocational, Technical and Adult Education.

Wayne Sherry ,provided a brief overview of the highlights and changes in the plan submitted from the Wisconsin Department of Public Instruction.

Mr. Sherry then asked for verbal testimony from those attending and recognized Mr. Robert Hable from the Division of Corrections of the Wisconsin Department of Health and Social Services.

Robert Hable:

"Just a couple of things. One is, Darl, on page 5 of your proposal where you talk about barriers to employment of minority youth. I think we would see problems with the law as an issue. I think what we are really looking for in all of this are ways in which Division of Corrections' clients could be identified. It is not that we couldn't come under some of the categories that are already identified but our experience in the past is that if we are not specifically identified we have a great deal of difficulty getting people to work with us in the funded programs. Obviously, we would like to see more than minority youth, the three categories that were listed here. I think that's been established as policy by DETP. I don't know that we are going to be able to do anything about it. What we are looking for is ways within the structure that the Corrections' client can be identified even within those categories so that our people would fall under either minorities or women or even rural populations. That would be some signal, at least to people in the field, that our population would be considered.

The other thing I wanted to mention to you is that a few years ago under the 8% funds, primarily through the state board program, we established a scholarship program for people who had done good in some of our employment programs. Through the 8% funds we provided scholarships to the VTAE colleges in Wisconsin so they could go out and get further training. We received, originally, $50,000 for that for a couple of years. And, reacting to what you said, Wayne, when you begin programs that people are going to appear in various time frames down the line, when we had started the program, we told people that yes the scholarships are going to be available and when the funds were cut off we had to provide those scholarships out of our funds in order to be credible with the people we were serving. So what we did was, we took $20,000 out of funds from the Division in order to keep the programs running. What has happened now is that as a result of people going through that process this semester we have 23 people enrolled in technical colleges in the state. And again, this is just a follow-up to this whole program we have now, in this last year, in June of 1989 we had five graduates of the program. So it is successful and we are going to continue it one way or the other. It would be beneficial to us where we have really tight budgets to be able to fund some of this out of JTPA dollars and obviously we are going to continue to try. If the corrections clients can be fitted into the categories that you have already identified we are going to go after it. We have a track record that shows that this program is successful and we are going to continue to do it. Jose knows that we work with MATC in Milwaukee. We had our first graduate last year from the Milwaukee group which was very important to us. Right now we have six or seven people that are enrolled this semester in MATC. This is just one way of saying that this was a good program to start with and still is a good program and we have had to cut it back but the committment at the Division is to continue it. Wherever we can find categories you can be assured that we are going to go after the funds someway or other."

No other verbal testimony was received.

Wayne Sherry closed the hearing at 2:35 p.m.

Coordination Agreement
Between the
Wisconsin Board of Vocational, Technical and Adult Education
and
Northeast Wisconsin SDA Administrative Entity
and
Northeast Wisconsin VTAE District(s)

Purpose:

To assure that coordination and cooperation can be accomplished between the Northeast Wisconsin SDA Administrative Entity and the Wisconsin VTAE system in a manner that permits all parties concerned to effectively carry out their legislated missions in the provision of training and services to the citizens of Wisconsin under the Job Training Partnership Act.

Provision of Information:

The Wisconsin Board of Vocational, Technical and Adult Education, hereafter called the Board, will notify the Northeast Wisconsin SDA Administrative Entity of any and all policies and procedures which may affect SDA planning and administration. This information will be provided to the SDA by including the Northeast Wisconsin SDA Administrative Entity on the Board's distribution list for all JTPA related information, procedures and directives.

The SDA Administrative Entity will advise the Board and VTAE Districts of its goals and objectives, and include them on its mailing list for JTPA related information, procedures and directives.

Joint Planning:

JTPA 8% proposals will be developed through joint planning between the Northeast Wisconsin VTAE District and the Northeast Wisconsin SDA Administrative Entity. The VTAE District will initiate the planning process. The planning should include a discussion of such items as current labor market information, types of 8% projects to be submitted, lead agency for the participants and resources, if any, which will be provided to participants. A copy of planning committee meeting minutes will accompany all 8% proposals submitted to the Board for consideration for funding.

Review and Comment:

At least 30 days prior to submission* of 8% proposals to the Board, the Northeast Wisconsin VTAE District will present copies of 8% proposals to the Northeast Wisconsin SDA Administrative Entity PIC Chair & LEO Chair for its review and comment. Non-JTPA matching funds will be identified in the proposals submitted.

* Note: For program year 1986 only, the SDA Administrataive Entity will be guaranteed 30 days for review and comment prior to funding decisions being made.

The Northeast Wisconsin SDA Administrative Entity will forward all comments to the Board and Northeast Wisconsin VTAE District. The Board will take the SDA comments into primary consideration in its review and will not approve funding for any 8% proposal which the SDA indicates would be in conflict with the SDA's programmatic and labor market needs.

Funds allocated according to Section 123 of the Act are to be utilized subject to this coordination agreement. Proposals submitted to the Board shall be in accordance with specifications found in the Request For Proposals.

The Northeast Wisconsin VTAE District shall maintain ongoing and timely sharing of 8% participant status with other agencies providing training or services to these same participants in order to foster effective coordination.

Board staff will monitor and provide technical assistance to the VTAE District(s). All parties to this agreement shall provide a list of staff assignments to facilitate necessary three-way communication.

The Board recognizes that it may be desirable for Northeast Wisconsin SDA Administrative Entity and Northeast Wisconsin VTAE District to generate further formal agreements to assist in the management of training and services at the local level. Such agreements shall not be binding upon the Board unless incorporated into this agreement as set forth below.

Duration:

Amendments to this agreement can be initiated by either the Board, Northeast Wisconsin VTAE District or Northeast Wisconsin SDA Administrative Entity upon 60 days written notice of the need for and substance of amendments to be considered to the other parties of this agreement. Specific negotiation regarding amendments shall include representatives of the Board, the SDA, and the VTAE District(s) affected. Amendments shall be effective upon agreement by all parties of this agreement.

This agreement is entered into this 26th day of June in the year 1986.

Robert P. Sorensen, Ph.D.
State Director
Wisconsin Board of VTAE

Ron Hayes
Forward Services Corp.

Dr. Gerald Prindiville, District Director
Northeast Wisconsin VTAE District

Gordon Wickland
PIC Chair
Northeast Wisconsin PIC

Oscar Tachlek
Chief County Official
Northeast Wisconsin SDA

FJ/pr
6/12/86

Coordination Agreement
Between the
Wisconsin Board of Vocational, Technical and Adult Education
and
Marathon County SDA Private Industry Council
and
North Central VTAE District

Purpose:

To assure that coordination and cooperation can be accomplished between the Marathon County SDA Private Industry Council and the Wisconsin VTAE system in a manner that permits all parties concerned to effectively carry out their legislated missions in the provision of training and services to the citizens of Wisconsin under the Job Training Partnership Act.

Provision of Information:

The Wisconsin Board of Vocational, Technical and Adult Education, hereafter called the Board, will notify Marathon County SDA Private Industry Council of any and all policies and procedures which may affect SDA planning and administration. This information will be provided to the SDA by including the Marathon County SDA Private Industry Council on the Board's distribution list for all JTPA related information, procedures and directives.

The SDA Administrative Entity will advise the Board and VTAE Districts of its goals and objectives, and include them on its mailing list for JTPA related information, procedures and directives.

Joint Planning:

JTPA 8% proposals will be developed through joint planning between North Central VTAE District and Marathon County SDA Private Industry Council. The VTAE District will initiate the planning process. The planning should include a discussion of such items as current labor market information, types of 8% projects to be submitted, lead agency for the participants and resources, if any, which will be provided to participants. A copy of planning committee meeting minutes will accompany all 8% proposals submitted to the Board for consideration for funding.

Review and Comment:

At least 30 days prior to submission* of 8% proposals to the Board, the North Central VTAE District will present copies of 8% proposals to the Marathon County SDA Private Industry Council for its review and comment. Non-JTPA matching funds will be identified in the proposals submitted.

* Note: For program year 1986 only, the SDA Private Industry Council will be guaranteed 30 days for review and comment prior to funding decisions being made.

The Marathon County SDA Private Industry Council will forward all comments to the Board and North Central VTAE District. The Board will take the SDA comments into primary consideration in its review and will not approve funding for any 8% proposal which the SDA indicates would be in conflict with the SDA's programmatic and labor market needs.

Funds allocated according to Section 123 of the Act are to be utilized subject to this coordination agreement. Proposals submitted to the Board shall be in accordance with specifications found in the Request For Proposals.

The North Central VTAE District shall maintain ongoing and timely sharing of 8% participant status with other agencies providing training or services to these same participants in order to foster effective coordination.

Board staff will monitor and provide technical assistance to the VTAE District(s). All parties to this agreement shall provide a list of staff assignments to facilitate necessary three-way communication.

The Board recognizes that it may be desirable for Marathon County SDA Private Industry Council and North Central VTAE District to generate further formal agreements to assist in the management of training and services at the local level. Such agreements shall not be binding upon the Board unless incorporated into this agreement as set forth below.

Duration:

Amendments to this agreement can be initiated by either the Board, North Central VTAE District or Marathon County SDA Private Industry Council upon 60 days written notice of the need for and substance of amendments to be considered to the other parties of this agreement. Specific negotiation regarding amendments shall include representatives of the Board, the SDA, and the VTAE District(s) affected. Amendments shall be effective upon agreement by all parties of this agreement.

This agreement is entered into this 21 day of May in the year 1986.

Robert P. Sorensen, Ph.D.
State Director
Wisconsin Board of VTAE

Donald Hagen, District Director
North Central VTAE District

Gary Davis
Marathon County SDA Private
Industry Council

William Tolly, Chair
Marathon County PIC

Stanley Grzadzielewski
Chief County Official
Marathon County PIC

JAM/pr
5/14/86

1990-91
Request for Proposal
80% Funding Priority Areas

Area	Funds
Occupational Skills Training	$435,000
Minority Youth Initiative Programs	$467,000
Job Centers	$200,000

See Program Plan pages 15-16 for a description of each priority area.

Wisconsin Board of Vocational, Technical & Adult Education

Matching Funds
Back-Up Budget

All VTAE Districts

Type of Match	Description	Source	Amount
Cash	Financial Aids, AFDC, Welfare Payments, Public Assistance, etc.	State & Local	$ 614,514
Cash	Salaries/Fringes, Supplies and Materials, Facility Rental and District's Share of Cost	State & Local	161,276
Cash	General Purpose Revenue (GPR) match	State	167,186
Cash	On-the-Job Training	State	61,896
Cash	Vocational Education Act (VEA) Support	Federal	21,649
	TOTAL Cash Match		$ 1,026,521
In-Kind	Slotting (Non-Tuition Cost)	State & Local	$ 350,335
In-Kind	Salaries/Fringes, Supplies and Materials, Facility Rental and District's Share of Cost	State & Local	40,850
In-Kind	In-Direct Cost	State & Local	21,065
	TOTAL In-Kind Match		$ 412,250

par/12-15-89